

560411 D

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056043				14 JUNE 72	
2. NATURE OF PERSONNEL ACTION RETIREMENT - CIARD INVOLUNTARY <i>Conversion from FRB status</i>			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 30 72		3. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V OF TO V XX OF TO C			7. FINANCIAL ANALYSIS NO. CHARGEABLE 2136-1187		5. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sec 235(a)
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR DIVISION FOREIGN FIELD			10. LOCATION OF OFFICIAL STATION		
11. POSITION TITLE CHIEF OF STATION (16)			12. POSITION NUMBER 0296		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, I, II, etc.) GS		15. OCCUPATIONAL SERIES 0136.05		16. GRADE AND STEP 16 B 6	
17. SALARY OR RATE XXXXX 33694- 34623					
18. REMARKS 1 cc PAYROLL					
18 SIGNED 6/15/72		18a SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 6/16	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE 45	20 EMPLOY CODE 10	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INTEGRAL CODE	24 POSTS CODE 3
25 DATE OF BIRTH MO. DA. YR. 11 11 25		26 DATE OF GRADE MO. DA. YR.		27 DATE OF LSI MO. DA. YR.	
28 RET EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE	30 RETIREMENT DATA 1-YES 2-OTHER 3-FILE 4-NONE	31 SEPARATION DATA CODE 0, 60, 00, 0, 0	32 CORRECTION CANCELLATION DATA MO. DA. YR. EOD DATA	
33 VET PREFERENCE CODE 0-BONE 1-3 PT 2-10 PT	34 SERV COMP DATE MO. DA. YR.	35 LONG COMP DATE MO. DA. YR.	36 CAREER CATEGORY TAB/BSF PROV/TEMP	37 FICA/HEALTH INSURANCE CODE CODE 1-YES 2-NO	38 SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE MO TAX EXEMPTIONS 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE MO TAX STATE CODE 1-YES 2-NO
45. POSITION CONTROL CERTIFICATION 6.28.72				DATE APPROVED 28 June 72	

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

(4)

14-00000 Registry  
223646

28 JUN 1972



Dear 

As you reach the end of your active career of Government service, I want to join your friends and colleagues in wishing you continued success and satisfaction in your retirement.

You have been privileged to face the challenge of important responsibilities during your more than twenty-five years of service to your country. The success with which you have met this challenge should be a source of lasting pride to you.

May I extend to you, personally and officially, my sincere appreciation for the important work you have done and my warmest hopes that you will find full enjoyment in the years ahead.

Sincerely,

for Richard Helms

Richard Helms  
Director

Distribution:

0 - Addressee

1 - DDCI

1 - ER

1 - D/Pers

1 - OPF

1 - ROB Soft File

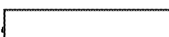
1 - ROB Reader

Originator:

/s/Harry E. Ficher

26 JUN 1972

Director of Personnel

OP/RAD/ROB  3257 (21 June 1972)

ADMINISTRATIVE - INTERNAL USE ONLY

30 June 1972

MEMORANDUM FOR THE RECORD

SUBJECT : Retirement -

1. The retirement of Subject, effected as a result of a memorandum from the Head of his Career Service stating that he is surplus to the needs of the Service and that his retirement will be recommended to the Director under the provisions of the CIA Retirement and Disability System pertaining to involuntary retirement, in no way implies an adverse action. Subject signed an application for retirement of his own volition in order to qualify for an immediate retirement annuity. The liberalized criteria for such separations was established by the Agency to parallel similar actions under the Civil Service Retirement System in accordance with FPM Letter No. 831-23, dated 10 December 1969.

2. Any inquiry received concerning the nature of the separation of Subject from the Agency should be confirmed simply as a retirement.



Chief  
Retirement Affairs Division

ADMINISTRATIVE - INTERNAL USE ONLY



SECRET

CONFIDENTIAL

12 MAY 1972

MEMORANDUM FOR :

SUBJECT : Involuntary Retirement Under the CIA Retirement  
and Disability System

1. This will confirm a previous discussion with you concerning the problem of a surplus in your career service of on-duty strength in relation to new reduced ceiling and the consequent need to effect a reduction in personnel. At that time you indicated your willingness to assist your career service in reaching its reduced personnel ceiling by accepting involuntary retirement.

2. Accordingly, and in order to establish the necessary conditions for involuntary retirement under CIARDS, I have determined that you are surplus to the needs of your career service and will recommend your retirement to the Director, effective 30 June 1972.

3. I urge you to contact the Retirement Affairs Division, Office of Personnel, where every effort will be made to provide whatever information and assistance you may need in preparing for your proposed retirement.

Thomas H. Karamehessins  
Deputy Director for Plans

NOTED: 19 June 1972

SECRET

CONFIDENTIAL

Executive Registry

17-2506

CIA RETIREMENT AND DISABILITY SYSTEM  
Request for Retirement

I. Name of Applicant : [REDACTED] DOB : 11 November 1925  
 Grade : GS-16 Position : Chief of Station, [REDACTED]  
 Office/Division : European Division  
 Career Service : Clandestine Service

II. Date Requested for Retirement : 30 June 1972 (Involuntary)  
 Age at that Date : 46  
 Years of Creditable Service : 25  
 Years of Agency Service : 21  
 Years of Qualifying Service : 13

III. Applicant's Career Service  
 Recommends : X Approval        Disapproval  
 Reasons for recommending disapproval       

IV. Retirement Board  
 Recommends : X Approval        Disapproval  
 Reasons for recommending disapproval       

V. Director of Personnel  
 Recommends : X Approval        Disapproval  
 Reasons for recommending disapproval       

Director of Personnel  
/s/ Harry E. Fisher

20 JUN 1972

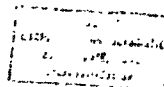
Date

VI. Action by Director of Central Intelligence : X Approved        Disapproved

Director of Central Intelligence

Date

CONFIDENTIAL



EYES ONLY

6 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS in [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified.

/s/

[redacted]  
Chief  
European Division

13 August 1970

Acting Chief, EUR Division, confirmed this nomination for the

Fall 1970 Review.

[redacted]  
Secretary, Clandestine Service  
Career Service Bd

*Not Promoted by  
CSCS Board  
Apr 70*

EYES ONLY

SECRET

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED							
1 SERIAL NUMBER 056013										10 AUG 67							
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 27 67		5 CATEGORY OF EMPLOYMENT REGULAR									
6 FUNDS		V TO V		V TO CF		7 FINANCIAL ANALYSIS NO CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel)									
		CF TO V		XX CF TO CF		8136 1187											
9 ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD						10 LOCATION OF OFFICIAL STATION											
11 POSITION TITLE ATTACHE CHIEF OF STATION						12 POSITION NUMBER 0296		13 CAREER SERVICE DESIGNATION D									
14 CLASSIFICATION SCHEDULE (GS, LB, etc.) FSR GS				15 OCCUPATIONAL SERIES 0136.05		16 GRADE AND STEP 03 2 16 3		17 SALARY OR RATE 16,391 \$ 21,415									
18 REMARKS FROM DDP/SB #0002 SB CONCURS PER X Wash, D.C. DCI, Approved 27 Jan 67																	
DATE SIGNED 11/4/67						DATE SIGNED 8/16/67											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19 ACTION CODE 37		20 EMP. OF CODE 10		21 OFFICE CODING NUMERIC ALPHABETIC 44550 EUR		22 STATION CODE 16543		23 MESSAGE CODE 5		24 HOURS CODE 3		25 DATE OF BIRTH MO DA YR 11 11 25		26 DATE OF GRADE MO DA YR		27 DATE OF LEI MO DA YR	
28 NIE EXPIRES MO DA YR		29 SPECIAL REFERENCE		30 RETIREMENT DATA 1-ESA 2-11CA 3-NONE		31 SEPARATION DATA CODE		32 CORRECTION, CANCELLATION DATA TYPE MO DA YR		EOD DATA		33 SECURITY REQ NO		34 SEX			
35 VET PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT		36 SERV COMP DATE MO DA YR		37 LONG. COMP. DATE MO DA YR		38 CAREER CATEGORY CODE 1-YES 2-NO		39 HEALTH/HEALTH INSURANCE CODE 1-YES 2-NO		40 SOCIAL SECURITY NO							
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42 LEAVE CAT CODE		43 FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS				44 STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45 POSITION CONTROL CERTIFICATION FORM 1152		46 DDP APPROVAL DATE APPROVED			
												8-18-67 amw		17676			

FORM 1152 USE PREVIOUS EDITION

P SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

(4)

## SECRET

		2. DATE OF BIRTH Nov. 11 1925	3. GRADE GS-16
4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) DDP/SB		5. PRESENT POSITION DC/SB	6. EMPLOYEE EXTENSION 7438
		8. PROPOSED POSITION (Title, Number, Grade) CON 0296	
9. TYPE OF COVER AT NEW STATION Integree		10. ESTIMATED DATE OF DEPARTURE 25 Aug 67	11. NO. OF DEPENDENTS TO ACCOMPANY four
12. COMMENTS  89's attached to OMS copies 259 a forwarded direct. Subject on TDY standby until November 1967. Request evaluation for above PCS.			
13. DATE OF REQUEST 28 July 1967		15. ROOM NUMBER AND BUILDING 4B-01 Hqs.	16. EXTENSION 6913
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION  QUALIFIED FOR PROPOSED ASSIGNMENT OVERSEAS JEL Chairman, Overseas Candidate Review Panel			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET

CD, P. 1/1

19 JAN 1967

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of [redacted]  
as Chief of Station, [redacted]

1. The appointment of [redacted] as Chief of Station, [redacted] effective on or about 15 June 1967, is recommended. Mr. Bagley would replace [redacted]

2. [redacted] has been an employee of the Agency since July 1950, and is presently assigned as an Operations Officer, Deputy Chief, Soviet Bloc Division, GS-16. A biographic profile, including information regarding his Agency experience and training, is attached.

[redacted]  
Rolfe Kingsley  
Chief  
European Division

1 Attachment  
Biographic Profile (Parts 1 & 2)

APPROVAL RECOMMENDED:

[Signature]  
Deputy Director for Plans

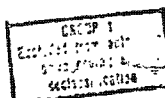
25 Jan 67  
Date

The recommendation in paragraph 1 is APPROVED:

[Signature]  
Director of Central Intelligence

27 JAN 1967  
Date

SECRET



SECRET

3 October 1966

MEMORANDUM FOR: Mr. [REDACTED]  
Secretary,  
Clandestine Services  
Career Service Board

SUBJECT: Mr. [REDACTED]  
Promotion to GS-17

1. [REDACTED] was promoted to GS-16 on 6 June 1965. At that time he was Chief, CI Group, SR Division. On 1 September 1965 he was appointed Deputy Division Chief, SR Division. As his fitness reports attest, his performance in that position was outstanding and when in May 1966 the Soviet Bloc Division was created he was named Deputy Division Chief of the new Division.

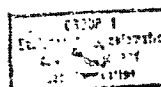
2. There is little that need be added to previous fitness reports in my evaluation of [REDACTED] current performance. It continues to be that of a dedicated and gifted officer whose energies and extensive substantive knowledge make a vital contribution to one of the top priority programs of the Clandestine Services. Much more important, in considering [REDACTED] for promotion to the next level of the supergrades, is his potential for additional growth and responsibility. He would be capable now of taking charge of a field station, particularly one with [REDACTED]

[REDACTED] With time (he is forty-one) he will be capable of assuming the senior position in any division or staff in the CS. He is clearly one of the outstanding officers in our service.

[REDACTED]  
David E. Murphy  
Chief, Soviet Bloc Division

*Not Approved by  
CSCS Board*

SECRET



SECRET

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				27 December 1966	
1. SERIAL NUMBER 056043					
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 1 66		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V V TO U U TO V XXX U TO U			7. FINANCIAL ANALYSIS NO CHARGEABLE 7134 0573 0000		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP SB DIVISION OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE POL OFFICER 2ND SEC OPS OFFICER - D DIV CH (SG)			12. POSITION NUMBER 0002		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SYMBOLS (See I.D. 11.1) FSS GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 01 1 16 2		17. SALARY OR RATE 15,841 \$ 20,745
18. REMARKS					
DATE SIGNED 12/27/66					
DATE SIGNED					
SPACE ALLOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMP. SA. CODE 11	21. DATE (SIGNS) 12/10/66	22. STATION CODE 56	23. INTER. CODE 5013	24. HOSTS CODE 1
25. DATE OF BIRTH 11/11/25	26. DATE OF GRADE NO DA. YR.	27. DATE OF LEE NO DA. YR.	28. SECURITY 912 80		
29. PREVIOUS CIVILIAN GOVERNMENT SERVICE 1-NO PREVIOUS SERVICE 2-NO CIVILIAN SERVICE 3-1 YEAR 4-2 YEARS 5-3 YEARS 6-4 YEARS 7-5 YEARS 8-6 YEARS 9-7 YEARS 10-8 YEARS 11-9 YEARS 12-10 YEARS 13-11 YEARS 14-12 YEARS 15-13 YEARS 16-14 YEARS 17-15 YEARS 18-16 YEARS 19-17 YEARS 20-18 YEARS 21-19 YEARS 22-20 YEARS 23-21 YEARS 24-22 YEARS 25-23 YEARS 26-24 YEARS 27-25 YEARS 28-26 YEARS 29-27 YEARS 30-28 YEARS 31-29 YEARS 32-30 YEARS 33-31 YEARS 34-32 YEARS 35-33 YEARS 36-34 YEARS 37-35 YEARS 38-36 YEARS 39-37 YEARS 40-38 YEARS 41-39 YEARS 42-40 YEARS 43-41 YEARS 44-42 YEARS 45-43 YEARS 46-44 YEARS 47-45 YEARS 48-46 YEARS 49-47 YEARS 50-48 YEARS 51-49 YEARS 52-50 YEARS 53-51 YEARS 54-52 YEARS 55-53 YEARS 56-54 YEARS 57-55 YEARS 58-56 YEARS 59-57 YEARS 60-58 YEARS 61-59 YEARS 62-60 YEARS 63-61 YEARS 64-62 YEARS 65-63 YEARS 66-64 YEARS 67-65 YEARS 68-66 YEARS 69-67 YEARS 70-68 YEARS 71-69 YEARS 72-70 YEARS 73-71 YEARS 74-72 YEARS 75-73 YEARS 76-74 YEARS 77-75 YEARS 78-76 YEARS 79-77 YEARS 80-78 YEARS 81-79 YEARS 82-80 YEARS 83-81 YEARS 84-82 YEARS 85-83 YEARS 86-84 YEARS 87-85 YEARS 88-86 YEARS 89-87 YEARS 90-88 YEARS 91-89 YEARS 92-90 YEARS 93-91 YEARS 94-92 YEARS 95-93 YEARS 96-94 YEARS 97-95 YEARS 98-96 YEARS 99-97 YEARS 100-98 YEARS 101-99 YEARS 102-100 YEARS 103-101 YEARS 104-102 YEARS 105-103 YEARS 106-104 YEARS 107-105 YEARS 108-106 YEARS 109-107 YEARS 110-108 YEARS 111-109 YEARS 112-110 YEARS 113-111 YEARS 114-112 YEARS 115-113 YEARS 116-114 YEARS 117-115 YEARS 118-116 YEARS 119-117 YEARS 120-118 YEARS 121-119 YEARS 122-120 YEARS 123-121 YEARS 124-122 YEARS 125-123 YEARS 126-124 YEARS 127-125 YEARS 128-126 YEARS 129-127 YEARS 130-128 YEARS 131-129 YEARS 132-130 YEARS 133-131 YEARS 134-132 YEARS 135-133 YEARS 136-134 YEARS 137-135 YEARS 138-136 YEARS 139-137 YEARS 140-138 YEARS 141-139 YEARS 142-140 YEARS 143-141 YEARS 144-142 YEARS 145-143 YEARS 146-144 YEARS 147-145 YEARS 148-146 YEARS 149-147 YEARS 150-148 YEARS 151-149 YEARS 152-150 YEARS 153-151 YEARS 154-152 YEARS 155-153 YEARS 156-154 YEARS 157-155 YEARS 158-156 YEARS 159-157 YEARS 160-158 YEARS 161-159 YEARS 162-160 YEARS 163-161 YEARS 164-162 YEARS 165-163 YEARS 166-164 YEARS 167-165 YEARS 168-166 YEARS 169-167 YEARS 170-168 YEARS 171-169 YEARS 172-170 YEARS 173-171 YEARS 174-172 YEARS 175-173 YEARS 176-174 YEARS 177-175 YEARS 178-176 YEARS 179-177 YEARS 180-178 YEARS 181-179 YEARS 182-180 YEARS 183-181 YEARS 184-182 YEARS 185-183 YEARS 186-184 YEARS 187-185 YEARS 188-186 YEARS 189-187 YEARS 190-188 YEARS 191-189 YEARS 192-190 YEARS 193-191 YEARS 194-192 YEARS 195-193 YEARS 196-194 YEARS 197-195 YEARS 198-196 YEARS 199-197 YEARS 200-198 YEARS 201-199 YEARS 202-200 YEARS 203-201 YEARS 204-202 YEARS 205-203 YEARS 206-204 YEARS 207-205 YEARS 208-206 YEARS 209-207 YEARS 210-208 YEARS 211-209 YEARS 212-210 YEARS 213-211 YEARS 214-212 YEARS 215-213 YEARS 216-214 YEARS 217-215 YEARS 218-216 YEARS 219-217 YEARS 220-218 YEARS 221-219 YEARS 222-220 YEARS 223-221 YEARS 224-222 YEARS 225-223 YEARS 226-224 YEARS 227-225 YEARS 228-226 YEARS 229-227 YEARS 230-228 YEARS 231-229 YEARS 232-230 YEARS 233-231 YEARS 234-232 YEARS 235-233 YEARS 236-234 YEARS 237-235 YEARS 238-236 YEARS 239-237 YEARS 240-238 YEARS 241-239 YEARS 242-240 YEARS 243-241 YEARS 244-242 YEARS 245-243 YEARS 246-244 YEARS 247-245 YEARS 248-246 YEARS 249-247 YEARS 250-248 YEARS 251-249 YEARS 252-250 YEARS 253-251 YEARS 254-252 YEARS 255-253 YEARS 256-254 YEARS 257-255 YEARS 258-256 YEARS 259-257 YEARS 260-258 YEARS 261-259 YEARS 262-260 YEARS 263-261 YEARS 264-262 YEARS 265-263 YEARS 266-264 YEARS 267-265 YEARS 268-266 YEARS 269-267 YEARS 270-268 YEARS 271-269 YEARS 272-270 YEARS 273-271 YEARS 274-272 YEARS 275-273 YEARS 276-274 YEARS 277-275 YEARS 278-276 YEARS 279-277 YEARS 280-278 YEARS 281-279 YEARS 282-280 YEARS 283-281 YEARS 284-282 YEARS 285-283 YEARS 286-284 YEARS 287-285 YEARS 288-286 YEARS 289-287 YEARS 290-288 YEARS 291-289 YEARS 292-290 YEARS 293-291 YEARS 294-292 YEARS 295-293 YEARS 296-294 YEARS 297-295 YEARS 298-296 YEARS 299-297 YEARS 300-298 YEARS 301-299 YEARS 302-300 YEARS 303-301 YEARS 304-302 YEARS 305-303 YEARS 306-304 YEARS 307-305 YEARS 308-306 YEARS 309-307 YEARS 310-308 YEARS 311-309 YEARS 312-310 YEARS 313-311 YEARS 314-312 YEARS 315-313 YEARS 316-314 YEARS 317-315 YEARS 318-316 YEARS 319-317 YEARS 320-318 YEARS 321-319 YEARS 322-320 YEARS 323-321 YEARS 324-322 YEARS 325-323 YEARS 326-324 YEARS 327-325 YEARS 328-326 YEARS 329-327 YEARS 330-328 YEARS 331-329 YEARS 332-330 YEARS 333-331 YEARS 334-332 YEARS 335-333 YEARS 336-334 YEARS 337-335 YEARS 338-336 YEARS 339-337 YEARS 340-338 YEARS 341-339 YEARS 342-340 YEARS 343-341 YEARS 344-342 YEARS 345-343 YEARS 346-344 YEARS 347-345 YEARS 348-346 YEARS 349-347 YEARS 350-348 YEARS 351-349 YEARS 352-350 YEARS 353-351 YEARS 354-352 YEARS 355-353 YEARS 356-354 YEARS 357-355 YEARS 358-356 YEARS 359-357 YEARS 360-358 YEARS 361-359 YEARS 362-360 YEARS 363-361 YEARS 364-362 YEARS 365-363 YEARS 366-364 YEARS 367-365 YEARS 368-366 YEARS 369-367 YEARS 370-368 YEARS 371-369 YEARS 372-370 YEARS 373-371 YEARS 374-372 YEARS 375-373 YEARS 376-374 YEARS 377-375 YEARS 378-376 YEARS 379-377 YEARS 380-378 YEARS 381-379 YEARS 382-380 YEARS 383-381 YEARS 384-382 YEARS 385-383 YEARS 386-384 YEARS 387-385 YEARS 388-386 YEARS 389-387 YEARS 390-388 YEARS 391-389 YEARS 392-390 YEARS 393-391 YEARS 394-392 YEARS 395-393 YEARS 396-394 YEARS 397-395 YEARS 398-396 YEARS 399-397 YEARS 400-398 YEARS 401-399 YEARS 402-400 YEARS 403-401 YEARS 404-402 YEARS 405-403 YEARS 406-404 YEARS 407-405 YEARS 408-406 YEARS 409-407 YEARS 410-408 YEARS 411-409 YEARS 412-410 YEARS 413-411 YEARS 414-412 YEARS 415-413 YEARS 416-414 YEARS 417-415 YEARS 418-416 YEARS 419-417 YEARS 420-418 YEARS 421-419 YEARS 422-420 YEARS 423-421 YEARS 424-422 YEARS 425-423 YEARS 426-424 YEARS 427-425 YEARS 428-426 YEARS 429-427 YEARS 430-428 YEARS 431-429 YEARS 432-430 YEARS 433-431 YEARS 434-432 YEARS 435-433 YEARS 436-434 YEARS 437-435 YEARS 438-436 YEARS 439-437 YEARS 440-438 YEARS 441-439 YEARS 442-440 YEARS 443-441 YEARS 444-442 YEARS 445-443 YEARS 446-444 YEARS 447-445 YEARS 448-446 YEARS 449-447 YEARS 450-448 YEARS 451-449 YEARS 452-450 YEARS 453-451 YEARS 454-452 YEARS 455-453 YEARS 456-454 YEARS 457-455 YEARS 458-456 YEARS 459-457 YEARS 460-458 YEARS 461-459 YEARS 462-460 YEARS 463-461 YEARS 464-462 YEARS 465-463 YEARS 466-464 YEARS 467-465 YEARS 468-466 YEARS 469-467 YEARS 470-468 YEARS 471-469 YEARS 472-470 YEARS 473-471 YEARS 474-472 YEARS 475-473 YEARS 476-474 YEARS 477-475 YEARS 478-476 YEARS 479-477 YEARS 480-478 YEARS 481-479 YEARS 482-480 YEARS 483-481 YEARS 484-482 YEARS 485-483 YEARS 486-484 YEARS 487-485 YEARS 488-486 YEARS 489-487 YEARS 490-488 YEARS 491-489 YEARS 492-490 YEARS 493-491 YEARS 494-492 YEARS 495-493 YEARS 496-494 YEARS 497-495 YEARS 498-496 YEARS 499-497 YEARS 500-498 YEARS 501-499 YEARS 502-500 YEARS 503-501 YEARS 504-502 YEARS 505-503 YEARS 506-504 YEARS 507-505 YEARS 508-506 YEARS 509-507 YEARS 510-508 YEARS 511-509 YEARS 512-510 YEARS 513-511 YEARS 514-512 YEARS 515-513 YEARS 516-514 YEARS 517-515 YEARS 518-516 YEARS 519-517 YEARS 520-518 YEARS 521-519 YEARS 522-520 YEARS 523-521 YEARS 524-522 YEARS 525-523 YEARS 526-524 YEARS 527-525 YEARS 528-526 YEARS 529-527 YEARS 530-528 YEARS 531-529 YEARS 532-530 YEARS 533-531 YEARS 534-532 YEARS 535-533 YEARS 536-534 YEARS 537-535 YEARS 538-536 YEARS 539-537 YEARS 540-538 YEARS 541-539 YEARS 542-540 YEARS 543-541 YEARS 544-542 YEARS 545-543 YEARS 546-544 YEARS 547-545 YEARS 548-546 YEARS 549-547 YEARS 550-548 YEARS 551-549 YEARS 552-550 YEARS 553-551 YEARS 554-552 YEARS 555-553 YEARS 556-554 YEARS 557-555 YEARS 558-556 YEARS 559-557 YEARS 560-558 YEARS 561-559 YEARS 562-560 YEARS 563-561 YEARS 564-562 YEARS 565-563 YEARS 566-564 YEARS 567-565 YEARS 568-566 YEARS 569-567 YEARS 570-568 YEARS 571-569 YEARS 572-570 YEARS 573-571 YEARS 574-572 YEARS 575-573 YEARS 576-574 YEARS 577-575 YEARS 578-576 YEARS 579-577 YEARS 580-578 YEARS 581-579 YEARS 582-580 YEARS 583-581 YEARS 584-582 YEARS 585-583 YEARS 586-584 YEARS 587-585 YEARS 588-586 YEARS 589-587 YEARS 590-588 YEARS 591-589 YEARS 592-590 YEARS 593-591 YEARS 594-592 YEARS 595-593 YEARS 596-594 YEARS 597-595 YEARS 598-596 YEARS 599-597 YEARS 600-598 YEARS 601-599 YEARS 602-600 YEARS 603-601 YEARS 604-602 YEARS 605-603 YEARS 606-604 YEARS 607-605 YEARS 608-606 YEARS 609-607 YEARS 610-608 YEARS 611-609 YEARS 612-610 YEARS 613-611 YEARS 614-612 YEARS 615-613 YEARS 616-614 YEARS 617-615 YEARS 618-616 YEARS 619-617 YEARS 620-618 YEARS 621-619 YEARS 622-620 YEARS 623-621 YEARS 624-622 YEARS 625-623 YEARS 626-624 YEARS 627-625 YEARS 628-626 YEARS 629-627 YEARS 630-628 YEARS 631-629 YEARS 632-630 YEARS 633-631 YEARS 634-632 YEARS 635-633 YEARS 636-634 YEARS 637-635 YEARS 638-636 YEARS 639-637 YEARS 640-638 YEARS 641-639 YEARS 642-640 YEARS 643-641 YEARS 644-642 YEARS 645-643 YEARS 646-644 YEARS 647-645 YEARS 648-646 YEARS 649-647 YEARS 650-648 YEARS 651-649 YEARS 652-650 YEARS 653-651 YEARS 654-652 YEARS 655-653 YEARS 656-654 YEARS 657-655 YEARS 658-656 YEARS 659-657 YEARS 660-658 YEARS 661-659 YEARS 662-660 YEARS 663-661 YEARS 664-662 YEARS 665-663 YEARS 666-664 YEARS 667-665 YEARS 668-666 YEARS 669-667 YEARS 670-668 YEARS 671-669 YEARS 672-670 YEARS 673-671 YEARS 674-672 YEARS 675-673 YEARS 676-674 YEARS 677-675 YEARS 678-676 YEARS 679-677 YEARS 680-678 YEARS 681-679 YEARS 682-680 YEARS 683-681 YEARS 684-682 YEARS 685-683 YEARS 686-684 YEARS 687-685 YEARS 688-686 YEARS 689-687 YEARS 690-688 YEARS 691-689 YEARS 692-690 YEARS 693-691 YEARS 694-692 YEARS 695-693 YEARS 696-694 YEARS 697-695 YEARS 698-696 YEARS 699-697 YEARS 700-698 YEARS 701-699 YEARS 702-700 YEARS 703-701 YEARS 704-702 YEARS 705-703 YEARS 706-704 YEARS 707-705 YEARS 708-706 YEARS 709-707 YEARS 710-708 YEARS 711-709 YEARS 712-710 YEARS 713-711 YEARS 714-712 YEARS 715-713 YEARS 716-714 YEARS 717-715 YEARS 718-716 YEARS 719-717 YEARS 720-718 YEARS 721-719 YEARS 722-720 YEARS 723-721 YEARS 724-722 YEARS 725-723 YEARS 726-724 YEARS 727-725 YEARS 728-726 YEARS 729-727 YEARS 730-728 YEARS 731-729 YEARS 732-730 YEARS 733-731 YEARS 734-732 YEARS 735-733 YEARS 736-734 YEARS 737-735 YEARS 738-736 YEARS 739-737 YEARS 740-738 YEARS 741-739 YEARS 742-740 YEARS 743-741 YEARS 744-742 YEARS 745-743 YEARS 746-744 YEARS 747-745 YEARS 748-746 YEARS 749-747 YEARS 750-748 YEARS 751-749 YEARS 752-750 YEARS 753-751 YEARS 754-752 YEARS 755-753 YEARS 756-754 YEARS 757-755 YEARS 758-756 YEARS 759-757 YEARS 760-758 YEARS 761-759 YEARS 762-760 YEARS 763-761 YEARS 764-762 YEARS 765-763 YEARS 766-764 YEARS 767-765 YEARS 768-766 YEARS 769-767 YEARS 770-768 YEARS 771-769 YEARS 772-770 YEARS 773-771 YEARS 774-772 YEARS 775-773 YEARS 776-774 YEARS 777-775 YEARS 778-776 YEARS 779-777 YEARS 780-778 YEARS 781-779 YEARS 782-780 YEARS 783-781 YEARS 784-782 YEARS 785-783 YEARS 786-784 YEARS 787-785 YEARS 788-786 YEARS 789-787 YEARS 790-788 YEARS 791-789 YEARS 792-790 YEARS 793-791 YEARS 794-792 YEARS 795-793 YEARS 796-794 YEARS 797-795 YEARS 798-796 YEARS 799-797 YEARS 800-798 YEARS 801-799 YEARS 802-800 YEARS 803-801 YEARS 804-802 YEARS 805-803 YEARS 806-804 YEARS 807-805 YEARS 808-806 YEARS 809-807 YEARS 810-808 YEARS 811-809 YEARS 812-810 YEARS 813-811 YEARS 814-812 YEARS 815-813 YEARS 816-814 YEARS 817-815 YEARS 818-816 YEARS 819-817 YEARS 820-818 YEARS 821-819 YEARS 822-820 YEARS 823-821 YEARS 824-822 YEARS 825-823 YEARS 826-824 YEARS 827-825 YEARS 828-826 YEARS 829-827 YEARS 830-828 YEARS 831-829 YEARS 832-830 YEARS 833-831 YEARS 834-832 YEARS 835-833 YEARS 836-834 YEARS 837-835 YEARS 838-836 YEARS 839-837 YEARS 840-838 YEARS 841-839 YEARS 842-840 YEARS 843-841 YEARS 844-842 YEARS 845-843 YEARS 846-844 YEARS 847-845 YEARS 848-846 YEARS 849-847 YEARS 850-848 YEARS 851-849 YEARS 852-850 YEARS 853-851 YEARS 854-852 YEARS 855-853 YEARS 856-854 YEARS 857-855 YEARS 858-856 YEARS 859-857 YEARS 860-858 YEARS 861-859 YEARS 862-860 YEARS 863-861 YEARS 864-862 YEARS 865-863 YEARS 866-864 YEARS 867-865 YEARS 868-866 YEARS 869-867 YEARS 870-868 YEARS 871-869 YEARS 872-870 YEARS 873-871 YEARS 874-872 YEARS 875-873 YEARS 876-874 YEARS 877-875 YEARS 878-876 YEARS 879-877 YEARS 880-878 YEARS 881-879 YEARS 882-880 YEARS 883-881 YEARS 884-882 YEARS 885-883 YEARS 886-884 YEARS 887-885 YEARS 888-886 YEARS 889-887 YEARS 890-888 YEARS 891-889 YEARS 892-890 YEARS 893-891 YEARS 894-892 YEARS 895-893 YEARS 896-894 YEARS 897-895 YEARS 898-896 YEARS 899-897 YEARS 900-898 YEARS 901-899 YEARS 902-900 YEARS 903-901 YEARS 904-902 YEARS 905-903 YEARS 906-904 YEARS 907-905 YEARS 908-906 YEARS 909-907 YEARS 910-908 YEARS 911-909 YEARS 912-910 YEARS 913-911 YEARS 914-912 YEARS 915-913 YEARS 916-914 YEARS 917-915 YEARS 918-916 YEARS 919-917 YEARS 920-918 YEARS 921-919 YEARS 922-920 YEARS 923-921 YEARS 924-922 YEARS 925-923 YEARS 926-924 YEARS 927-925 YEARS 928-926 YEARS 929-927 YEARS 930-928 YEARS 931-929 YEARS 932-930 YEARS 933-931 YEARS 934-932 YEARS 935-933 YEARS 936-934 YEARS 937-935 YEARS 938-936 YEARS 939-937 YEARS 940-938 YEARS 941-939 YEARS 942-940 YEARS 943-941 YEARS 944-942 YEARS 945-943 YEARS 946-944 YEARS 947-945 YEARS 948-946 YEARS 949-947 YEARS 950-948 YEARS 951-949 YEARS 952-950 YEARS 953-951 YEARS 954-952 YEARS 955-953 YEARS 956-954 YEARS 957-955 YEARS 958-956 YEARS 959-957 YEARS 960-958 YEARS 961-959 YEARS 962-960 YEARS 963-961 YEARS 964-962 YEARS 965-963 YEARS 966-964 YEARS 967-965 YEARS 968-966 YEARS 969-967 YEARS 970-968 YEARS 971-969 YEARS 972-970 YEARS 973-971 YEARS 974-972 YEARS 975-973 YEARS 976-974 YEARS 977-975 YEARS 978-976 YEARS 979-977 YEARS 980-978 YEARS 981-979 YEARS 982-980 YEARS 983-981 YEARS 984-982 YEARS 985-983 YEARS 986-984 YEARS 987-985 YEARS 988-986 YEARS 989-987 YEARS 990-988 YEARS 991-989 YEARS 992-990 YEARS 993-991 YEARS 994-992 YEARS 995-993 YEARS 996-994 YEARS 997-995 YEARS 998-996 YEARS 999-997 YEARS 1000-998 YEARS 1001-999 YEARS 1002-1000 YEARS 1003-1001 YEARS 1004-1002 YEARS 1005-1003 YEARS 1006-1004 YEARS 1007-1005 YEARS 1008-1006 YEARS 1009-1007 YEARS 1010-1008 YEARS 1011-1009 YEARS 1012-1010 YEARS 1013-1011 YEARS 1014-1012 YEARS 1015-1013 YEARS 1016-1014 YEARS 1017-1015 YEARS 1018-1016 YEARS 1019-1017 YEARS 1020-1018 YEARS 1021-1019 YEARS 1022-1020 YEARS 1023-1021 YEARS 1024-1022 YEARS 1025-1023 YEARS 1026-1024 YEARS 1027-1025 YEARS 1028-1026 YEARS 1029-1027 YEARS 1030-1028 YEARS 1031-1029 YEARS 1032-1030 YEARS 1033-1031 YEARS 1034-1032 YEARS 1035-1033 YEARS 1036-1034 YEARS 1037-1035 YEARS 1038-1036 YEARS 1039-1037 YEARS 1040-1038 YEARS 1041-1039 YEARS 1042-1040 YEARS 1043-1041 YEARS 1044-1042 YEARS 1045-1043 YEARS 1046-1044 YEARS 1047-1045 YEARS 1048-1046 YEARS 1049-1047 YEARS 1050-1048 YEARS 1051-1049 YEARS 1052-1050 YEARS 1053-1051 YEARS 1054-1052 YEARS 1055-1053 YEARS 1056-1054 YEARS 1057-1055 YEARS 1058-1056 YEARS 1059-1057 YEARS 1060-1058 YEARS 1061-1059 YEARS 1062-1060 YEARS 1063-1061 YEARS 1064-1062 YEARS 1065-1063 YEARS 1066-1064 YEARS 1067-1065 YEARS 1068-1066 YEARS 1069-1067 YEARS 1070-1068 YEARS 1071-1069 YEARS 1072-1070 YEARS 1073-1071 YEARS 1074-1072 YEARS 1075-1073 YEARS 1076-1074 YEARS 1077-1075 YEARS 1078-1076 YEARS 1079-1077 YEARS 1080-1078 YEARS 1081-1079 YEARS 1082-1080 YEARS 1083-1081 YEARS 1084-1082 YEARS 1085-1083 YEARS 1086-1084 YEARS 1087-1085 YEARS 1088-1086 YEARS 1089-1087 YEARS 1090-1088 YEARS 1091-1089 YEARS 1092-1090 YEARS 1093-1091 YEARS 1094-1092 YEARS 1095-1093 YEARS 1096-1094 YEARS 1097-1095 YEARS 1098-1096 YEARS 1099-1097 YEARS 1100-1098 YEARS 1101-1099 YEARS 1102-1100 YEARS 1103-1101 YEARS 1104-1102 YEARS 1105-1103 YEARS 1106-1104 YEARS 1107-1105 YEARS 1108-1106 YEARS 1109-1107 YEARS 1110-1108 YEARS 1111-1109 YEARS 1112-1110 YEARS 1113-1111 YEARS 1114-1112 YEARS 1115-1113 YEARS 1116-1114 YEARS 1117-1115 YEARS 1118-1116 YEARS 1119-1117 YEARS 1120-1118 YEARS 1121-1119 YEARS 1122-1120 YEARS 1123-1121 YEARS 1124-1122 YEARS 1125-1123 YEARS 1126-1124 YEARS 1127-1125 YEARS 1128-1126 YEARS 1129-1127 YEARS 1130-1128 YEARS 1131-1129 YEARS 1132-1130 YEARS 1133-1131 YEARS 1134-1132 YEARS 1135-1133 YEARS 1136-1134 YEARS 1137-1135 YEARS 1138-1136 YEARS 1139-1137 YEARS 1140-1138 YEARS 1141-1139 YEARS 1142-1140 YEARS 1143-1141 YEARS 1144-1142 YEARS 1145-1143 YEARS 1146-1144 YEARS 1147-1145 YEARS 1148-1146 YEARS 1149-1147 YEARS 1150-1148 YEARS 1151-1149 YEARS 1152-1150 YEARS 1153-1151 YEARS 1154-1152 YEARS 1155-1153 YEARS 1156-1154 YEARS 1157-1155 YEARS 1158-1156 YEARS 1159-1157 YEARS 1160-1158 YEARS 1161-1159 YEARS 1162-1160 YEARS 1163-1161 YEARS 1164-1162 YEARS 1165-1163 YEARS 1166-1164 YEARS 1167-1165 YEARS 1168-1166 YEARS 1169-1167 YEARS 1170-1168 YEARS 1171-1169 YEARS 1172-1170 YEARS 1173-1171 YEARS 1174-1172 YEARS 1175-1173 YEARS 1176-1174 YEARS 1177-1175 YEARS 1178-1176 YEARS 1179-1177 YEARS 1180-1178 YEARS 1181-1179 YEARS 1182-1180 YEARS 1183-1181 YEARS 1184-1182 YEARS 1185-1183 YEARS 1186-1184 YEARS 1187-1185 YEARS 1188-1186 YEARS 1189-1187 YEARS 1190-1188 YEARS 1191-1189 YEARS 1192-1190 YEARS 1193-1191 YEARS 1194-1192 YEARS 1195-1193 YEARS 1196-1194 YEARS 1197-1195 YEARS 1198-1196 YEARS 1199-1197 YEARS 1200-1198 YEARS 1201-1199 YEARS 1202-1200 YEARS 1203-1201 YEARS 1204-1202 YEARS 1205-1203 YEARS 1206-1204 YEARS 1207-1205 YEARS 1208-1206 YEARS 1209-1207 YEARS 1210-1208 YEARS 1211-1209 YEARS 1212-1210 YEARS 1213-1211 YEARS 1214-1212 YEARS 1215-1213 YEARS 1216-1214 YEARS 1217-1215 YEARS 1218-1216 YEARS 1219-1217 YEARS 1220-1218 YEARS 1221-1219 YEARS 1222-1220 YEARS 1223-1221 YEARS 1224-1222 YEARS 1225-1223 YEARS 1226-1224 YEARS 1227-1225 YEARS 1228-1226 YEARS 1229-1227 YEARS 1230-1228 YEARS 1231-1229 YEARS 1232-1230 YEARS 1233-1231 YEARS 1234-1232 YEARS 1235-1233 YEARS 1236-1234 YEARS 1237-1235 YEARS 1238-1236 YEARS 1239-1237 YEARS 1240-1238 YEARS 1241-1239 YEARS 1242-1240 YEARS 1243-1					



D 48

SECRET

(If not filled in)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 15 June 1966	
1. SERIAL NUMBER 056043		2. NAME (Last-First-Middle) [Redacted]									
3. NATURE OF PERSONNEL ACTION <b>DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM</b>				4. EFFECTIVE DATE REQUESTED MONTH: 07 DAY: 03 YEAR: 66		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>					
6. FUNDS V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGE 6134-0573		8. LEGAL AUTHORITY (Completed by Office of Personnel) <b>PL 88-643 Sect. 203</b>					
9. ORGANIZATIONAL DESIGNATIONS  DDP/SR				10. LOCATION OF OFFICIAL STATION  WASHINGTON, D. C.							
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION  D					
14. CLASSIFICATION SCHEDULE (GS, TR, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP 16		17. SALARY OR RATE 5					
18. REMARKS  EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICIAL		DATE SIGNED			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEREST CODE	24. ACQUIS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.		
28. VET CLAIMS MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CSE 2-TILA 3-WOM		31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA		33. SECURITY CODE	34. CIP		
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SERV. COMP DATE MO. DA. YR.	37. LONG COMP DATE MO. DA. YR.	38. CAREER CATEGORY CAREER PROG-TEMP	39. FIELD/PLACED IN/PLACED CODE 0-WHITE 1-BLACK	40. SOCIAL SECURITY NO.						
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NO SERVICE 2-RECEIVED SERVICE (SEE PAGE 3 REPLY) 3-RECEIVED SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM PRESENTED 1-YES 2-NO	44. STATE TAX DATA FORM PRESENTED 1-YES 2-NO		45. STATE TAX DATA FORM PRESENTED 1-YES 2-NO		46. STATE TAX DATA FORM PRESENTED 1-YES 2-NO			
47. POSITION CONTROL CERTIFICATION					48. CIP APPROVAL DATE APPROVED						

FORM 1152 USE PREVIOUS EDITION

OIA 2  
1-66

SECRET

FORM 1152-1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATIONSee memo signed by  
Director dated 17 June 1966

SECRET

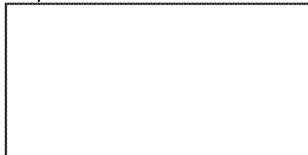
DD/P 6-1089

16 March 1966

MEMORANDUM FOR: All Staff and Division Chiefs

SUBJECT : Appointment of a Clandestine Services  
Career Trainee Selection Board

1. A Clandestine Services Career Trainee Selection Board (hereafter called The Board) is hereby appointed, composed of the following officers:



Member  
Member  
Chairman  
Member  
Member

2. The Board will review all files and assessments of CTs who have finished the Operational Familiarization Course, and who are candidates for admission to the Clandestine Services. The Board will interview each candidate and, after due deliberation, will either accept or reject the CT for service in the Clandestine Services. Rejection by The Board will preclude the attendance by the CT at the Operations Course. CT's so rejected will be turned back to the CIA Office of Personnel for disposition.

3. In interviewing the CT candidate The Board will:

a. Attempt to determine the CT's motivation and suitability for service in the CS.

b. Evaluate the CT's training to date based on his record in the Introduction to Communism, Agency Orientation, Introduction to Intelligence Techniques and the Operational Familiarization Course. If the CT has served in an attached capacity with one of the Staffs or Divisions upon completion of the OFC, the assessment of that Staff or Division on the CT's performance and potential will be taken into consideration on his overall evaluation.

c. Review the CT's assessment by the A & E Staff.

SECRET

S E C R E T

2

d. Attempt to determine the following:

(1) The CT's willingness to serve overseas as directed by the CS.

(2) The mobility and suitability of the CT's family, if any, for overseas service.

(3) What future does the CT foresee for himself in the CS. Where does he want to go; where does he think he is going.

(4) Any reservation the CT may express or imply as to his participation in the Special Operations Course.

(5) Such other items as The Board may consider relevant in the interview of specific candidates.

e. Prepare a Memorandum of Record expressing the opinion of The Board and any observations or recommendations The Board may wish to record on its interview of the CT. Such M/R will become a part of the permanent file of the CT.

4. The Board will meet beginning on April 13, 1966, in Room 3-C-28, for half days, and will continue until all CT's are interviewed. The Chairman may call for such additional sessions as are necessary to complete The Board's work.

5. DDP/TRO will act as Secretary to The Board and will be responsible for coordination with OTR to ensure the presence of the CT's for the interview and that appropriate assessment records in the hands of OTR are available to The Board.

6. CSPS will provide administrative support to The Board, and will ensure that CT's now attached to the Staffs and Divisions are present for the interview and


S E C R E T

SECRET

3

that the assessment by the Staffs and Divisions is available to The Board.

7. The method of CT selection outlined above supersedes previous selection procedures employed by the CS in determining CT acceptance into the CS.

  
Desmond FitzGerald  
Deputy Director for Plans

**Distribution:**

- 2 - each Staff & Division Chief
- 1 - each DDP Training Officer
- 1 - each DDP Senior Training Officer
- 1 - DC/FI
- 1 - DC/SR
- 1 - C/SOD
- 1 - DC/CA
- 1 - DC/WE
- 5 - C/CSPS (for file)
- 1 - Director of Training
- 1 - Deputy Director of Training
- 1 - Chief, Career Trainee Program
- 1 - COS/Isolation

SECRET

SECRET  
(When Filled In)

14 July 1966

MEMORANDUM FOR: [REDACTED]  
THROUGH : Head of CS Career Service  
SUBJECT : Notification of Designation as a Participant in  
the CIA Retirement and Disability System

My recent memorandum on the above subject informed you that I had determined that you met the criteria specified in HR 20-50 for designation as a participant in the CIA Retirement and Disability System. On the basis of this determination and your recently executed election to remain in the System, your designation as a participant was made effective 3 July 1966.

[REDACTED]  
Emmett D. Echols  
Director of Personnel

SECRET

GROUP 1  
Excluded from automatic  
downgrading and declassification

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056043				1 SEPTEMBER 1965	
2. NAME (Last, First, Middle)				3. CATEGORY OF EMPLOYMENT REGULAR	
7. NATURE OF PERSONNEL ACTION REASSIGNMENT				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 01 65	
6. FUNDS V TO V CF TO V XX CF TO CF				7. COST CENTER NO. CHARGEABLE 6134-0573	
9. ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION OFFICE OF THE CHIEF				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.	
11. POSITION TITLE POL OFFICER 2nd SEC OPS OFFICER -D DIV CH				12. POSITION NUMBER 0002	
13. CAREER SERVICE DESIGNATION D				14. CLASSIFICATION SCHEDULE (G.S., I.B., etc.) FSR GS	
15. OCCUPATIONAL SER. 0136.01				16. GRADE AND STEP 04 2 16 1	
17. SALARY OR RATE 12,495 \$18,935				18. REMARKS REPLACING [redacted] transferring to WE/Atlanta. FROM: SR, COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF POSITION NO. 0985	
DATE SIGNED 9/1/65				DATE SIGNED 9/1/65	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTERIE CODE	24. HQ/RTS CODE
25. DATE OF BIRTH MO. DA. YR. 11 11 25	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	28. RETIREMENT DATA 1-ESA 2-FICA 3-NONE	29. SEPARATION DATA CODE	30. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.
31. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	32. SERV. COMP. DATE MO. DA. YR.	33. LONG COMP. DATE MO. DA. YR.	34. CAREER CATEGORY CODE EAB. FSY PST. TEMP.	35. FEGLI: HEALTH INSURANCE CODE 0-NONE 1-YES	36. SOCIAL SECURITY NO.
37. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO REPEAT IN SERVICE 2-REPEAT IN SERVICE (LESS THAN 3 YEARS) 3-REPEAT IN SERVICE (MORE THAN 3 YEARS)	38. LEAVE CAT. CODE	39. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	40. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	41. NO TAX STATE CONC. (YES/NO)	42. NO TAX STATE CONC. (YES/NO)
43. POSITION CONTROL CERTIFICATION				44. O.P. APPROVAL DATE APPROVED	

FORM 1152  
6-63

USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

SECRET

(U.S. Edition 1-61)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 16 March 1965	
1. SERIAL NUMBER 056043											
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 6 6 65			5. CATEGORY OF EMPLOYMENT REGULAR				
6. FUNDS V TO V CF TO V		V TO CF X CF TO CF		7. COST CENTER NO. CHARGE 5134-0573-6100			8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION <del>SR-01 OR COUNTERINTELLIGENCE GROUP</del> OFFICE OF THE CHIEF				10. LOCATION OF OFFICIAL STATION WASH., D.C.							
11. POSITION TITLE Pol Officer and Sec OPS OFFICER DC CH				12. POSITION NUMBER 0905		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (G.S., F.R., etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 0-1 2 16 1		17. SALARY OR RATE 17,445 \$ 13,935					
18. REMARKS cc: Payroll											
19A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		DATE SIGNED 17 March 1965					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEL MO. DA. YR.		
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. SETTLEMENT DATA 1-ESC 2-FICA 3-RONE		31. SEPARATION DATA CODE	32. CORRECTION-CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA		33. SECURITY DEU NO	34. SER		
35. VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SER. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE 1-YES 2-NO	39. REG. HEALTH SW. TRANS. CODE 0-NAYTER 1-YES		40. SOCIAL SECURITY NO				
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA CODE 1-YES 2-NO		44. STATE TAX DATA CODE 1-YES 2-NO		45. STATE CODE		
43. POSITION CONTROL CERTIFICATION								DATE APPROVED 1 June 65			

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

14

SECRET  
EYES ONLY

27 October 1964

MEMORANDUM FOR: [REDACTED]

Secretary  
Clandestine Services  
Career Service Board

SUBJECT: [REDACTED]

Promotion to GS-16

1. [REDACTED] is without question among the best qualified of the senior officers in SR Division and is also one of the most competent [REDACTED] officers in the Clandestine Services as a whole. Few have had his preparation or his experience in the Soviet Bloc aspects of this field. After entering on duty in 1950 he was assigned

2. In 1962 he was appointed Chief of SR Division's CE element. Under his direction the CE effort of the Division took on entirely new dimensions. Because of Mr. [REDACTED] marvelous combination of CS experience, substantive knowledge and enthusiasm, the [REDACTED] Group has become one of the most effective and highly motivated units in the Division. The Group has developed a high level of substantive specialization which it applies to CS coverage of [REDACTED] throughout the world. At the same time, a large percentage of the Group's best officers have been committed full time to a special operation of great value and significance. The ability of

SECRET  
EYES ONLY



- 2 -

[ ] to absorb this workload stems not only from Mr. [ ] capacity for professional guidance but his effectiveness in leading and inspiring those under him.

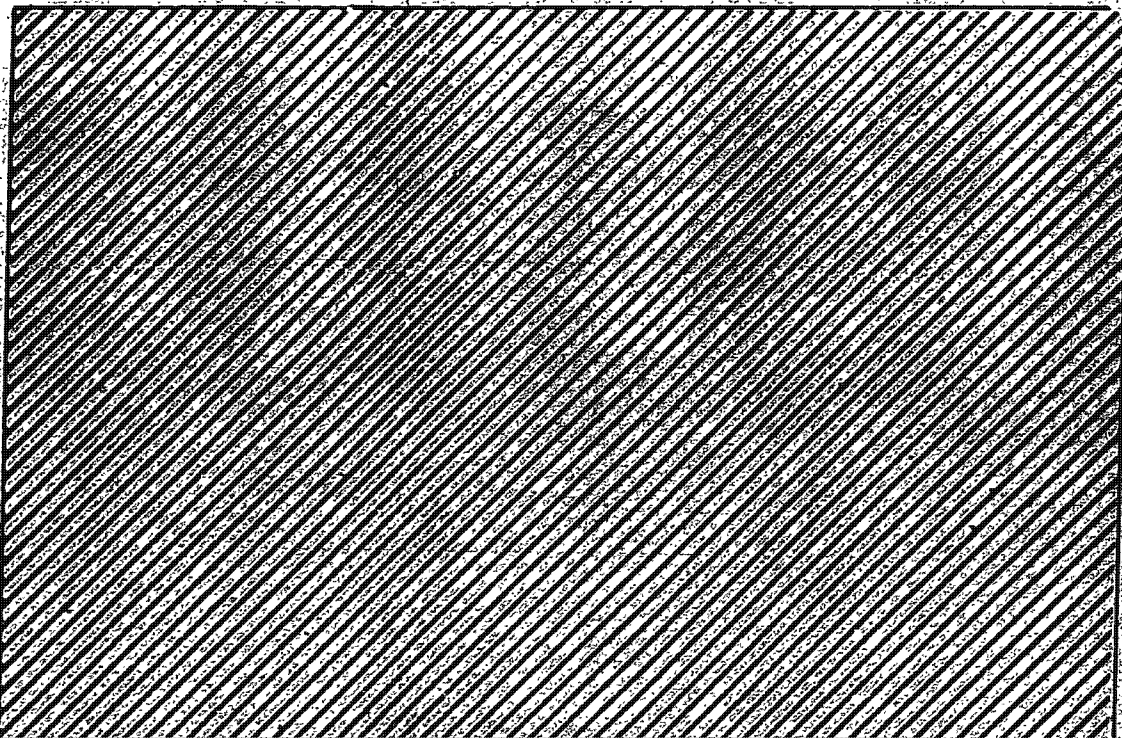
3. [ ] record to date reveals a high degree of specialization in [ ] yet it would be misleading indeed to conclude that his professional interests and potential are confined to this field. His contributions to the broader problems of [ ] have been invaluable particularly in the way in which he has suggested new techniques for attacking [ ] abroad.

4. I consider [ ] an outstanding officer to whom the Clandestine Services will turn for the exercise of still greater responsibilities in the future. He is fully qualified for promotion to GS-16. I urge that he be promoted now in recognition of the work he has done so far and the potential he possesses for a productive career at the top level of Clandestine Services officers.

[ ]  
David E. Murphy  
Chief, SR Division

SECRET  
EYES ONLY

**SECRET**  
(When Filled In)



CLAIM NUMBER

63-116

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent\*) for an illness, injury, or death incurred on 10 March 61. *See, etc.*

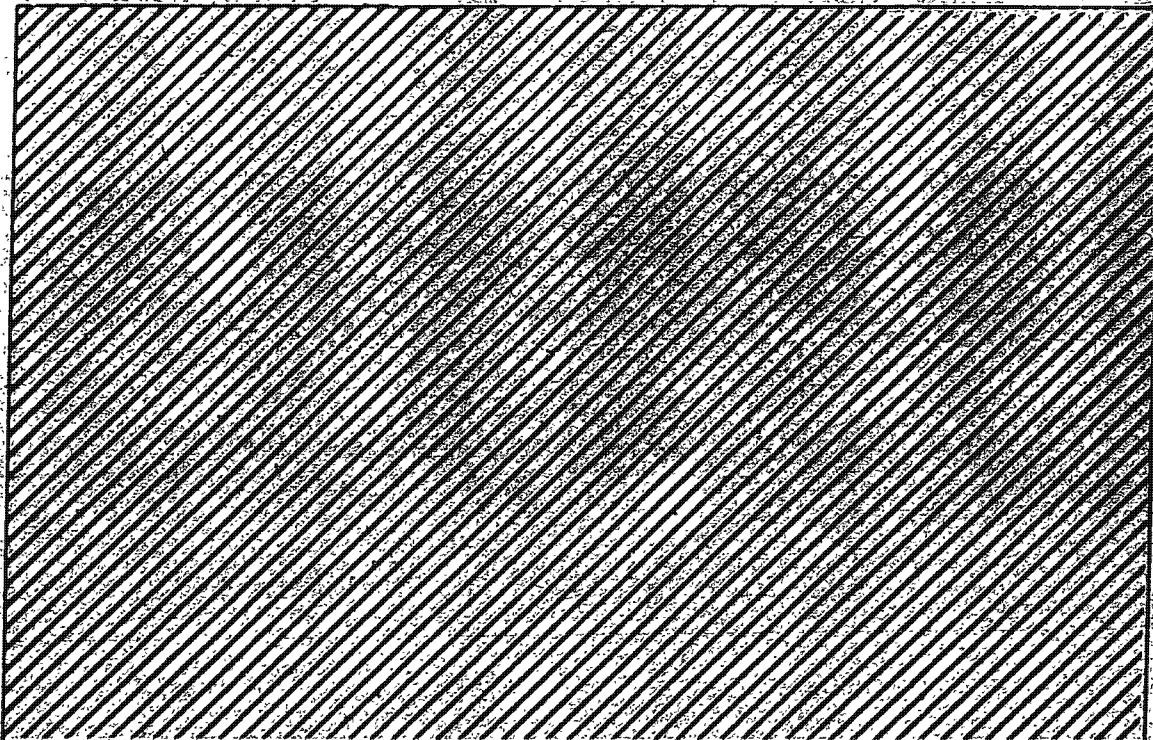
This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

UNAR  
1011

**NOTICE OF OFFICIAL DISABILITY CLAIM FILE**

SECRET  
(When Filled In)



There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent\*) for an illness, injury, or death incurred on 10 March 1961 Fln, etc.

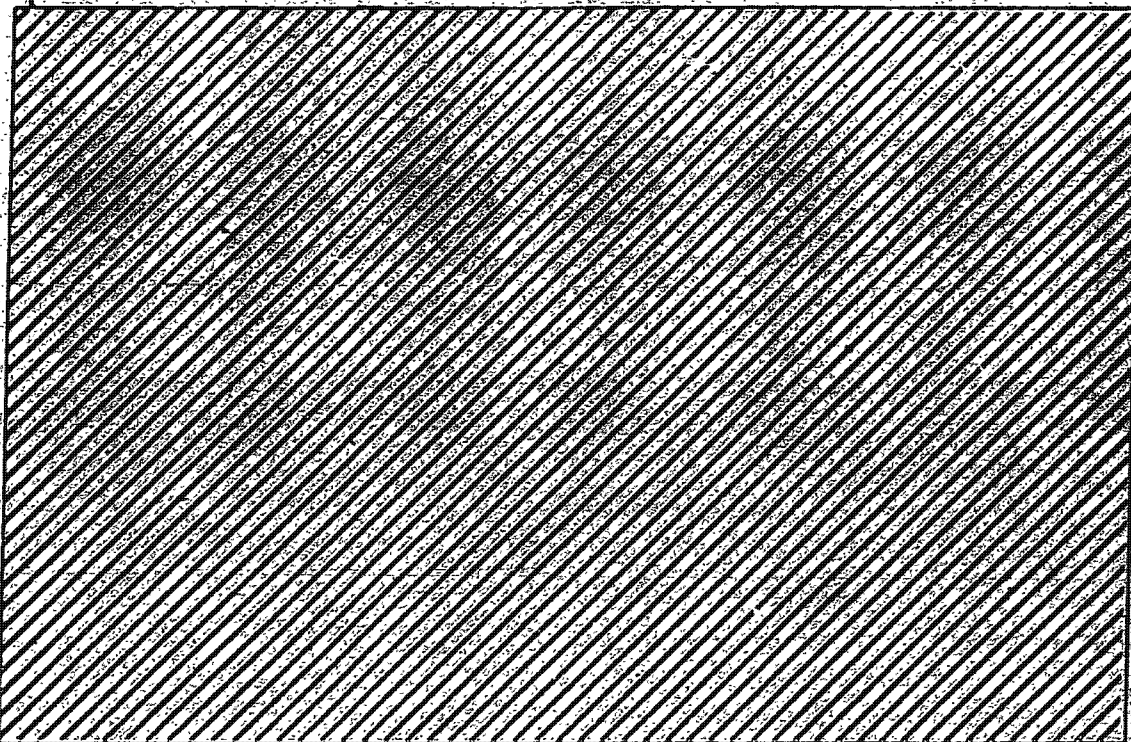
This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET  
(When Filled In)



CLAIM NUMBER

63-119

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent\*) for an illness, injury, or death incurred on 2 January 1963. Tonsillotomy.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

2  
**SECRET**

**DODS 63-397**

**10 October 1963**

**MEMORANDUM FOR:**

[redacted]  
Chief, CI Branch, SR Division

**SUBJECT:**

**DODS-Sponsored Orientation Program  
for Contact Division Field Officers**

I wish to express my appreciation for your participation in our training program [redacted] from 23-27 September 1963. On balance, this program, which was designed to familiarize OO/CD personnel with the general mission of the Clandestine Services and the particular problems of [redacted] went very well.

Your presentation stood out as one of the highlights of the program and received unanimous commendation from the OO/CD officer-trainees. Your able exposition on a most important subject contributed heavily to the success of the program and is indeed much appreciated. [redacted]

[redacted]  
**C. TRACY HARNES**  
Chief, [redacted]

**SECRET**

**SECRET**  
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 5 October 1962	
1. SERIAL NUMBER 056043											
2. NATURE OF PERSONNEL ACTION Reassignment						4. EFFECTIVE DATE REQUESTED 10 1 1962		5. CATEGORY OF EMPLOYMENT Regular			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
		CF TO V		CF TO CF		3134 1000 1000					
9. ORGANIZATIONAL DESIGNATIONS DDP/SR Chief, Operations and Plans Counterintelligence Branch Office of the Chief						10. LOCATION OF OFFICIAL STATION Washington, D. C.					
11. POSITION TITLE Pol Officer 2nd Sec Ops Officer (Br Ch)						12. POSITION NUMBER 578		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) FSR OS			15. OCCUPATIONAL SERIES 15 0136.01			16. GRADE AND STEP 05 15		17. SALARY OR RATE 9620 13730			
18. REMARKS From DDP/EE Copy to Office of Security. Due to report to SR of 10/22/62. Concur <i>Richard J. W. [Signature]</i> EE PERS											
DATE SIGNED						19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED 29 Oct 62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
23. ACTION CODE		24. EMPLOY CODE		25. OFFICE CODE		26. STATION CODE		27. INTEREST CODE		28. DATE OF BIRTH	
37 10		108		SR		75013		1		11/1/25	
29. DATE EMPLOYED		30. SPECIAL REFERENCE		31. RETIREMENT DATA		32. SEPARATION DATA CODE		33. CORRECTION/CANCELLATION DATA		34. SECURITY REQ. NO.	
				1 - COS 2 - FICA 3 - NONE				EOD DATA			
35. RET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. SERV. DATE		38. CAREER CATEGORY		39. RET. / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		NO. DA. YR.		NO. DA. YR.		CAR/RESN CODE		CODE		NO. DA. YR.	
1 - NONE 2 - 5 YR. 3 - 10 YR.						PROV/TEMP CODE		CODE		NO. DA. YR.	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE				43. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				FORM EXECUTED 1 - YES 2 - NO				FORM EXECUTED 1 - YES 2 - NO			
45. POSITION CONTROL CERTIFICATION						46. O.P. APPROVAL				DATE APPROVED 29 Oct 62	

**SECRET**  
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
SERIAL NUMBER <b>056043</b>				<b>13 SEPTEMBER 1962</b>	
1. NATURE OF PERSONNEL ACTION <b>Promotion</b>			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>09 16 62</b>		5. CATEGORY OF EMPLOYMENT <b>Regular</b>
6. FUNDS V TO V      V TO CP CP TO V      CP TO CP			7. COST CENTER NO. CHARGEABLE <b>3139 S600 1065</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/EE</b> <b>Station</b> <b>Office of the Chief</b>			10. LOCATION OF OFFICIAL STATION		
11. POSITION TITLE <b>Asst. Officer (2nd Secty)</b> <b>Ops Officer</b>			12. POSITION NUMBER <b>1586</b>		13. CAREER SERVICE DESIGNATION <b>D</b>
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) <b>FSR</b> <b>GS</b>		15. OCCUPATIONAL SERIES <b>(16)</b> <b>0136.01</b>	16. GRADE AND STEP <b>05</b> <b>15</b>		17. SALARY OR RATE <b>9055</b> <b>13730</b>
18. REMARKS <b>PRA - 20-21-C (1) in order to complete a tour</b> <b>year tour of duty</b>					
DATE SIGNED <b>7-13-62</b>			DATE SIGNED <b>8/14/62</b>		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE <b>22</b>	20. EMP. CL. CODE <b>1C</b>	21. OFFICE CODING NUMERIC ALPHABETIC <b>54600 EE 69007</b>	22. STATION CODE <b>3</b>	23. INTEROFF CODE <b>1111125</b>	24. DATE OF LEI <b>11/11/65</b>
25. DATE EXPIRES MO. DAY YR. <b>80</b>	26. SPECIAL REFERENCE <b>80</b>	27. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE CODE	28. SEPARATION DATA/TYPE TYPE <b>EOD DATA</b>	29. SECURITY NO. <b>1111125</b>	30. SER
31. RET. PREFERENCE CODE 1 - NONE 2 - 5 YR. 3 - 10 YR.	32. SERV. COMP. DATE MO. DAY YR.	33. LONG. COMP. DATE MO. DAY YR.	34. CAREER CATEGORY CODE 1 - REG 2 - TEMP	35. HEALTH INSURANCE CODE 1 - YES 2 - NO	36. SOCIAL SECURITY NO.
37. PREVIOUS EMPLOYMENT SERVICE DATA CODE 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 3 YRS) 4 - BREAK IN SERVICE (MORE THAN 3 YRS)		38. LEAVE, ETC. CODE <b>15</b>	39. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		
40. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		41. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO			
42. POSITION CONTROL CERTIFICATION <b>11/15/62</b>			43. O.P. APPROVAL <b>8/14/62</b>		

25 FEB 1961

S E C R E T

MEMORANDUM FOR: Director of Personnel

SUBJECT :

According to information received from the Department of State,  
Subject has been promoted from FSR-6, \$8,655, to  
FSR-5, \$8,755, effective 5 February 1961.

cc: Compensation & Tax Accounts Branch  
~~ASAC, Office of Personnel~~

S E C R E T



VIA: \_\_\_\_\_  
(SPECIFY AIR OR SEA ROUTE)

ATTACH NO. EAVA-7068

**SECRET**

CLASSIFICATION

TO : Chief, FE

DATE: 12 May 1953

FROM : Chief of Mission, Austria  
*MAP*

K A P O K

SUBJECT: GENERAL— Administrative

SPECIFIC— Recommendation for Promotion -

1. Subject joined KUBARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951. After a period of agent handling and technical work in the operations support field, Subject was made Chief of the \_\_\_\_\_ Section for the Mission in November 1952, a position which he has held until his very recent reassignment to \_\_\_\_\_. Following Home Leave, he began his second tour here in September 1953. Subject joined the Mission as a GS-9, was promoted to GS-11 on 26 April 1953.

2. Subject was given a rather long apprenticeship in Vienna before he was called upon to set up the CE Section. During this orientation period he was exposed to a variety of intelligence problems, \_\_\_\_\_

3. Subject's interest and enthusiasm in his work, his attention to duty, and his ability to obtain results have been outstanding attributes in his performance here, and have resulted in his becoming thoroughly familiar with the CE problem in Austria. He has done exceptionally well on a variety of operations, giving each of his cases a maximum amount of planning, and demonstrating an unusual grasp for details. \_\_\_\_\_

4. A mature appearance,

**SECRET**

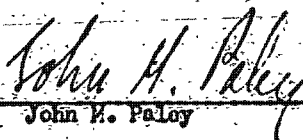
CLASSIFICATION

SECRET

EAVA-7068  
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.

  
Horton A. Woolley

  
John H. Paloy

Distribution

3 - EE  
1 - OCH  
1 - Admin  
1 - File

SECRET

REQUEST FOR PERSONNEL ACTION

1. Serial No.			2. Name of Person			3. Sex			4. Vol. Pres.			5. CS - LOD		
556043									Code 1 M 1			Mo. Da. Yr. 07 24 50		
7. SEP			8. CSC Form			9. CSC Or Other Legal Authority			10. Appt. Affidav.			11. FGL		
Mo. Da. Yr.			Yes - 1 No - 2 Code			50 USCA 403			Mo. Da. Yr.			Yes - 1 No - 2 Code		
04 08 57			1									07 24 50 2		

27 PREVIOUS ASSIGNMENT

14. Organizational Designations DDP EE				Code 5288		15. Location Of Official Station				Station Code 69007	
OFFICE OF THE CHIEF											
16. Dept. Field		17. Position Title		18. Position No.				19. Serv.		20. Occup. Series	
POL OFF 2ND SECTY		AREA OPS OFF		1585 D				FSR GS		0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
06 13 # 2		\$ 7100 \$ 8990		D1		Mo. Da. Yr. 11 04 56		Mo. Da. Yr. 05 104 58		8 3160 55 065	

**ACTION**

27. Nature Of Action	Code	28. F.H. Date Mo. Da. Yr.	29. Type Of Employee	Code	30. Separation Data
PROMOTION	30	6-15-58	REGULAR		017

PRESENT ASSIGNMENT

31. Organizational Designations		Code		32. Location Of Official Station		Station Code	
		5258					
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.	
Dept. USStd. Frgh.		Code				37. Occup. Series	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade	
14 1		10,320				42. PSI-Due	
						43. Appropriation Number	
				Mo. Da. Yr.		Mo. Da. Yr.	
				6/15/58		12/1/57	
SOURCE OF REQUEST							
A. Requested By (Name & Title)				C. Request Approved By (Signature And Title)			
C/EE/PER							
B. For Additional Information							
B3							
CLEARANCES							
Clearance		Date		Signature		Date	
A. Career Board		JUN 558		D. Placement			
B. Post Control				E.			
C. Classification				F. Approved By		13123	
Remarks							

Classify According  
To Control

## REQUEST FOR PERSONNEL ACTION

1. Serial No.			4. Ver. Pref.			5. Sex			6. GS - EOD		
			None 0 Code						Mo Do Yr		
7. SCD			8. CSC Referral			9. CSC Or Other Legal Authority			10. Appt. Affidav.		
Mo	Do	Yr	Yes	No	Code	Mo	Do	Yr	Yes	No	Code

## PREVIOUS ASSIGNMENT

14. Organizational Designations			Code			15. Location Of Official Station			Station Code		
DDP/EE											
Office of the Chief											
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.		
Dept.	Field	Code				1585			GS		
Useful			Area Ops. Officer						0136.01		
Frans	X										
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade		
13 - 1			8990			DI			Mo Do Yr		
									25. PST Due		
									Mo Do Yr		
									26. Appropriation Number		
									8-3160-55-065		

## ACTION

27. Nature Of Action			Code			28. Eff. Date			29. Type Of Employee			Code			30. Separation Date		

## PRESENT ASSIGNMENT

31. Organizational Designations			Code			32. Location Of Official Station			Station Code		
			5288						69007		
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.		
Dept.	Field	Code				1585			FSR		
Useful			Police Officer, 2nd Sector (Urban)						0136.01		
Frans	X										
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade		
6 -			(7100)			DI			Mo Do Yr		
									Mo Do Yr		
									42. PST Due		
									Mo Do Yr		
									43. Appropriation Number		
									8-3160-55-065		

## SOURCE OF REQUEST

A. Requested By (Name And Title)		
FI/OPS/CCB/GCL		

## CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control			E.		
C. Classification			F. Approved By		

Remarks

Standard Remarks

Form DS-1039  
 Issued by GPO  
 Approved by GPO  
 Printed at the Budget  
 Mail Room

DEPARTMENT OF STATE  
 WASHINGTON 25, D. C.

NOTIFICATION OF PERSONNEL ACTION

		SERVICE <input checked="" type="checkbox"/> PS <input type="checkbox"/> DPTL	
		3. JOURNAL OR ACTION NO. PSA 1	4. DATE 2-13-58
1. I, the undersigned, hereby notify you of the following action affecting your employment: 2. NATURE OF ACTION (Use standard nomenclature) Limited Appointment			
		5. EFFECTIVE DATE 2/21/58	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Section 522.1 PL 724 79th As Amended
FROM:		TO:	
		8. POSITION TITLE Political Officer	
		9. SCHEDULE, GRADE NO. GRADE PSR-6	\$7100
		10. ORGANIZATIONAL DESIGNATION Post	
		11. HEADQUARTERS	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> Regular <input type="checkbox"/> Resident <input checked="" type="checkbox"/> Non-US		12. DS CATEGORY FS Category	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Resident <input type="checkbox"/> Non-US
13. VETERAN'S PREFERENCE NONE SPT NO POINT X Disb Other		14. POSITION CLASSIFICATION ACTION NEW VICE EX REAL X 1-1011-093	
15. SEX M		16. DATE OF APPOINTMENT AFFIDAVIT (Appointments Only) 2/21/58	17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.
18. APPROPRIATION FROM 8A-8012 TO		19. RETIREMENT COV. X <input type="checkbox"/> FICA <input type="checkbox"/> NONE	
20. This notification is subject to all applicable laws, rules and regulations and may be subject to investigation and approval by the United States Civil Service Commission or the Department.			
Execute SF-61a.			
Marital Status - Married - One			
Reserve Status -			
No Reserve Status			
ENTRANCE PERFORMANCE RATING			
21. SIGNATURE OR OTHER AUTHENTICATION			

EMPLOYEE COPY

4-0-0 1957-490165

SEC 31

Classify According  
To Content.

REQUEST FOR PERSONNEL ACTION												VOUCHERED to UNVOUCHERED 18 October 1957		
1. Serial No.								4. Vet. Pref.		5. Sex		6. ES: EDD		
								None-0 1 Pt-1 10 Pt-2		M		Mo De Yr		
7. SCD		8. ESC Refrm		9. ESC Or Other Legal Authority		10. Agmt Affidavit		11. FEGLI		12. LCD		13. Unemployed		
Mo De Yr		Yes-1 No-2				Mo De Yr		Yes-1 No-2		Mo De Yr		Yes-1 No-2		

## PREVIOUS ASSIGNMENT

14. Organizational Designations		Code		15. Location Of Official Station		Station Code	
DDP/ER				Washington, D.C.			
FI Operations Section							
16. Dept. Field		17. Position Title		18. Position No.		19. Serv.	
Dept. Code Valid Code From		I.O. (FI)		118		GS	
20. Occup. Series						0136.51	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade	
13 1		\$ 8990.00		DI		Mo De Yr	
						25. PSI Due	
						Mo De Yr	
						26. Appropriation Number	
						8-3100-20	

## ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT * <i>U to U</i>				12/15/57		REGULAR					

## PRESENT ASSIGNMENT

31. Organizational Designations		Code		32. Location Of Official Station		Station Code	
DDP/EZ							
Office of the Chief		5277				69007	
33. Dept. Field		34. Position Title		35. Position No.		36. Serv.	
Dept. Code Valid Code From		Area Ops Off.		1585 * 14		GS	
37. Occup. Series						0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade	
						Mo De Yr	
						Mo De Yr	
						42. PSI Due	
						Mo De Yr	
						43. Appropriation Number	
						8-3160-55-065	

## SOURCE OF REQUEST

A. Requested By (Name And Title)		C. Request Approved By (Signature And Title)	
C/EE/PER <i>Carl D. Smith</i>		<i>Robert W. Shoay</i> 8 Nov 1957 P-3	

## CLEARANCES

Clearance	Signature	Date	By Clearance	Signature	Date
A. Career Board			D. Placement	<i>Robert W. Shoay</i>	
B. Pos. Control	<i>7/13</i>	12 Nov 57	E.		
C. Classification			F. Requested By	Robert W. Shoay	9 Nov 57

Remarks: Transfer from VOUCHERED to UNVOUCHERED. W-4 & D-4-a forms attached.  
Two copies of action sent to Security.

\* New established position.

*See Com by Smith 10/28/57*

SECRET

~~SECRET~~

TO: Registrar, Office of Training

I certify that I completed the Cable Writing Refresher No. 4  
on MAY 2 1956.

[Redacted Signature]

Name (Please Print) /

EE  
Staff of Division

~~SECRET~~

REQUEST FOR OFFICIAL PERSONNEL FOLDER  
(SEPARATED EMPLOYEE)

1. DATE OF REQUEST

7/17/57

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration  
Records Management Service, Region 6  
Federal Records Center  
1724 Locust Street  
St. Louis 3, Mo.

2. FORMER FEDERAL EMPLOYING OFFICE (Agency, bureau or organization, address, and dates of employment)

Dept. of State 1/15/48 to 11/30/48

(If formerly employed by agencies in addition to above, list under item 7)

3. PERSONNEL FOLDER ACTION (Check appropriate box)

☒ a. CURRENTLY EMPLOYED: REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION

☐ b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE

☐ c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

☐ a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED

☐ b. FOLDER ENCLOSED

☐ c. FOLDER NOT LOCATED

☐ d. FLAGGED, FOLDER TO BE FORWARDED WHEN LOCATED

☐ e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED

☐ f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED. IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:  
ADDRESS:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

ATTN:



SECRET

1. AND FORM 52 PREPARED BY THE U. S. CIVIL SERVICE COMMISSION APPLICABLE TO: FEDERAL GOVERNMENT GENERAL, CHAPTER II		REQUEST FOR PERSONNEL ACTION		VOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
				3. REQUEST NO.	4. DATE OF REQUEST <b>26 Apr 57</b>
5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>REASSIGNMENT</b>				6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)				9. APPROVED:	
FROM— <b>I.O. (CI)</b> <b>GS-0136-53-13</b> <b>BO-216</b> <b>\$8990.00</b> <b>DDP/EE</b> <b>CE Section</b> <b>Washington, D.C.</b>		10. POSITION TITLE AND NUMBER 11. SERVICE GRADE AND SALARY 12. ORGANIZATIONAL DESIGNATIONS <b>6170</b> 13. HEADQUARTERS		TO— <b>I.O. (PI)</b> <b>GS-0136-51-13</b> <b>BO-118-13</b> <b>\$8990.00</b> <b>DDP/EE</b> <b>PI Operations Section</b> <b>Washington, D.C.</b>	
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		14. FIELD OR DEPARTMENTAL	
15. REMARKS (Use reverse if necessary) <b>Vice [redacted] being reassigned.</b>					
16. REQUEST APPROVED Signature: [redacted] Title: <b>CS/CAO</b>				17. VETERAN PREFERENCE NONE WWII OTHER S. PT. 10 POINT [redacted]	
18. POSITION CLASSIFICATION ACTION NEW VICE I A REAL <b>SD-DI</b>				19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
20. STANDARD FORM 50 REMARKS		21. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>			
22. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		23. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)			
24. LEGAL RESIDENCE STATE		25. LEGAL RESIDENCE STATE			
26. STANDARD FORM 50 REMARKS					
27. CLEARANCES A. [redacted] B. CEIL. OR POS. CONTROL C. CLASSIFICATION D. PLACEMENT OR EMPL. E. [redacted]		INITIAL OR SIGNATURE <b>Wm</b> <b>RWR</b>		DATE <b>5/2/57</b> <b>1 May</b>	
28. REMARKS <b>SECRET</b>					

SECRET

CUMULATIVE TRAINING RECORD					DATE 2 Oct 56	
					PROJECTED PERSONNEL ACTION	
					PROMOTION NOTATION	REASSIGNMENT TRAVEL
FROM: I.O. 08-12, EE, Washington					TO: I.O. 08-13, EE, Washington	
					AOS	
N	COURSE	DATE TAKEN	X	OTHER TRAINING COURSES	DATE TAKEN	REMARKS
	BIC(CB), ALSO	8-1-50				1. CONSTRUCTIVE CREDIT (CC) HAS BEEN AUTHORIZED FOR COURSES SO MARKED BASED UPON SUBJECT'S PREVIOUS <input type="checkbox"/> BACKGROUND <input type="checkbox"/> EXPERIENCE <input type="checkbox"/> TRAINING.
	BIC, BICB, BICD					
	BTP AND BPC					2. SUBJECT HAS COMPLETED TRAINING OR RECEIVED CONSTRUCTIVE CREDIT AS SHOWN AT THE LEFT.
	BTP II, ALSO CC	11-30				
	BTP III, ALSO					STAFF TRAINING OFFICER COMMENTS:
	AIC, AITC, ADD AND CBI	10-1-50				
	PD, ALSO PM I, II, III AND RAFT					<input type="checkbox"/> A. THIS <input checked="" type="checkbox"/> DOES <input type="checkbox"/> DOES NOT MEET MINIMUM TRAINING STANDARDS RE QUALIFICATION FOR THE PROJECTED ACTION.
	ITC ALSO CI					<input type="checkbox"/> B. SUBJECT IS CURRENTLY ENROLLED IN COURSES MARKED WITH AN S, THE COMPLETION OF WHICH WILL SATISFY MINIMUM STANDARDS.
	TECH					<input type="checkbox"/> C. UNLESS SUBJECT HAS HAD PREVIOUS HQ OR FIELD EXPERIENCE, WHICH CAN BE ACCEPTED IN LIEU OF TRAINING, SUBJECT SHOULD BE REQUIRED TO TAKE <input type="checkbox"/> QUALIFYING <input type="checkbox"/> REFRESHER TRAINING AS CHECKED AT THE LEFT.
	ADMIN					<p><i>Subject is currently enrolled in the following courses:</i></p> <p><i>1. BIC(CB) 8-1-50</i></p> <p><i>2. BTP II 11-30</i></p> <p><i>3. BTP III 10-1-50</i></p> <p><i>4. AIC, AITC, ADD AND CBI</i></p> <p><i>5. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>6. ITC ALSO CI</i></p> <p><i>7. TECH</i></p> <p><i>8. ADMIN</i></p> <p><i>9. BIC</i></p> <p><i>10. BICB</i></p> <p><i>11. BICD</i></p> <p><i>12. BTP AND BPC</i></p> <p><i>13. BTP II</i></p> <p><i>14. BTP III</i></p> <p><i>15. AIC, AITC, ADD AND CBI</i></p> <p><i>16. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>17. ITC ALSO CI</i></p> <p><i>18. TECH</i></p> <p><i>19. ADMIN</i></p> <p><i>20. BIC</i></p> <p><i>21. BICB</i></p> <p><i>22. BICD</i></p> <p><i>23. BTP AND BPC</i></p> <p><i>24. BTP II</i></p> <p><i>25. BTP III</i></p> <p><i>26. AIC, AITC, ADD AND CBI</i></p> <p><i>27. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>28. ITC ALSO CI</i></p> <p><i>29. TECH</i></p> <p><i>30. ADMIN</i></p> <p><i>31. BIC</i></p> <p><i>32. BICB</i></p> <p><i>33. BICD</i></p> <p><i>34. BTP AND BPC</i></p> <p><i>35. BTP II</i></p> <p><i>36. BTP III</i></p> <p><i>37. AIC, AITC, ADD AND CBI</i></p> <p><i>38. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>39. ITC ALSO CI</i></p> <p><i>40. TECH</i></p> <p><i>41. ADMIN</i></p> <p><i>42. BIC</i></p> <p><i>43. BICB</i></p> <p><i>44. BICD</i></p> <p><i>45. BTP AND BPC</i></p> <p><i>46. BTP II</i></p> <p><i>47. BTP III</i></p> <p><i>48. AIC, AITC, ADD AND CBI</i></p> <p><i>49. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>50. ITC ALSO CI</i></p> <p><i>51. TECH</i></p> <p><i>52. ADMIN</i></p> <p><i>53. BIC</i></p> <p><i>54. BICB</i></p> <p><i>55. BICD</i></p> <p><i>56. BTP AND BPC</i></p> <p><i>57. BTP II</i></p> <p><i>58. BTP III</i></p> <p><i>59. AIC, AITC, ADD AND CBI</i></p> <p><i>60. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>61. ITC ALSO CI</i></p> <p><i>62. TECH</i></p> <p><i>63. ADMIN</i></p> <p><i>64. BIC</i></p> <p><i>65. BICB</i></p> <p><i>66. BICD</i></p> <p><i>67. BTP AND BPC</i></p> <p><i>68. BTP II</i></p> <p><i>69. BTP III</i></p> <p><i>70. AIC, AITC, ADD AND CBI</i></p> <p><i>71. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>72. ITC ALSO CI</i></p> <p><i>73. TECH</i></p> <p><i>74. ADMIN</i></p> <p><i>75. BIC</i></p> <p><i>76. BICB</i></p> <p><i>77. BICD</i></p> <p><i>78. BTP AND BPC</i></p> <p><i>79. BTP II</i></p> <p><i>80. BTP III</i></p> <p><i>81. AIC, AITC, ADD AND CBI</i></p> <p><i>82. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>83. ITC ALSO CI</i></p> <p><i>84. TECH</i></p> <p><i>85. ADMIN</i></p> <p><i>86. BIC</i></p> <p><i>87. BICB</i></p> <p><i>88. BICD</i></p> <p><i>89. BTP AND BPC</i></p> <p><i>90. BTP II</i></p> <p><i>91. BTP III</i></p> <p><i>92. AIC, AITC, ADD AND CBI</i></p> <p><i>93. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>94. ITC ALSO CI</i></p> <p><i>95. TECH</i></p> <p><i>96. ADMIN</i></p> <p><i>97. BIC</i></p> <p><i>98. BICB</i></p> <p><i>99. BICD</i></p> <p><i>100. BTP AND BPC</i></p> <p><i>101. BTP II</i></p> <p><i>102. BTP III</i></p> <p><i>103. AIC, AITC, ADD AND CBI</i></p> <p><i>104. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>105. ITC ALSO CI</i></p> <p><i>106. TECH</i></p> <p><i>107. ADMIN</i></p> <p><i>108. BIC</i></p> <p><i>109. BICB</i></p> <p><i>110. BICD</i></p> <p><i>111. BTP AND BPC</i></p> <p><i>112. BTP II</i></p> <p><i>113. BTP III</i></p> <p><i>114. AIC, AITC, ADD AND CBI</i></p> <p><i>115. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>116. ITC ALSO CI</i></p> <p><i>117. TECH</i></p> <p><i>118. ADMIN</i></p> <p><i>119. BIC</i></p> <p><i>120. BICB</i></p> <p><i>121. BICD</i></p> <p><i>122. BTP AND BPC</i></p> <p><i>123. BTP II</i></p> <p><i>124. BTP III</i></p> <p><i>125. AIC, AITC, ADD AND CBI</i></p> <p><i>126. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>127. ITC ALSO CI</i></p> <p><i>128. TECH</i></p> <p><i>129. ADMIN</i></p> <p><i>130. BIC</i></p> <p><i>131. BICB</i></p> <p><i>132. BICD</i></p> <p><i>133. BTP AND BPC</i></p> <p><i>134. BTP II</i></p> <p><i>135. BTP III</i></p> <p><i>136. AIC, AITC, ADD AND CBI</i></p> <p><i>137. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>138. ITC ALSO CI</i></p> <p><i>139. TECH</i></p> <p><i>140. ADMIN</i></p> <p><i>141. BIC</i></p> <p><i>142. BICB</i></p> <p><i>143. BICD</i></p> <p><i>144. BTP AND BPC</i></p> <p><i>145. BTP II</i></p> <p><i>146. BTP III</i></p> <p><i>147. AIC, AITC, ADD AND CBI</i></p> <p><i>148. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>149. ITC ALSO CI</i></p> <p><i>150. TECH</i></p> <p><i>151. ADMIN</i></p> <p><i>152. BIC</i></p> <p><i>153. BICB</i></p> <p><i>154. BICD</i></p> <p><i>155. BTP AND BPC</i></p> <p><i>156. BTP II</i></p> <p><i>157. BTP III</i></p> <p><i>158. AIC, AITC, ADD AND CBI</i></p> <p><i>159. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>160. ITC ALSO CI</i></p> <p><i>161. TECH</i></p> <p><i>162. ADMIN</i></p> <p><i>163. BIC</i></p> <p><i>164. BICB</i></p> <p><i>165. BICD</i></p> <p><i>166. BTP AND BPC</i></p> <p><i>167. BTP II</i></p> <p><i>168. BTP III</i></p> <p><i>169. AIC, AITC, ADD AND CBI</i></p> <p><i>170. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>171. ITC ALSO CI</i></p> <p><i>172. TECH</i></p> <p><i>173. ADMIN</i></p> <p><i>174. BIC</i></p> <p><i>175. BICB</i></p> <p><i>176. BICD</i></p> <p><i>177. BTP AND BPC</i></p> <p><i>178. BTP II</i></p> <p><i>179. BTP III</i></p> <p><i>180. AIC, AITC, ADD AND CBI</i></p> <p><i>181. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>182. ITC ALSO CI</i></p> <p><i>183. TECH</i></p> <p><i>184. ADMIN</i></p> <p><i>185. BIC</i></p> <p><i>186. BICB</i></p> <p><i>187. BICD</i></p> <p><i>188. BTP AND BPC</i></p> <p><i>189. BTP II</i></p> <p><i>190. BTP III</i></p> <p><i>191. AIC, AITC, ADD AND CBI</i></p> <p><i>192. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>193. ITC ALSO CI</i></p> <p><i>194. TECH</i></p> <p><i>195. ADMIN</i></p> <p><i>196. BIC</i></p> <p><i>197. BICB</i></p> <p><i>198. BICD</i></p> <p><i>199. BTP AND BPC</i></p> <p><i>200. BTP II</i></p> <p><i>201. BTP III</i></p> <p><i>202. AIC, AITC, ADD AND CBI</i></p> <p><i>203. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>204. ITC ALSO CI</i></p> <p><i>205. TECH</i></p> <p><i>206. ADMIN</i></p> <p><i>207. BIC</i></p> <p><i>208. BICB</i></p> <p><i>209. BICD</i></p> <p><i>210. BTP AND BPC</i></p> <p><i>211. BTP II</i></p> <p><i>212. BTP III</i></p> <p><i>213. AIC, AITC, ADD AND CBI</i></p> <p><i>214. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>215. ITC ALSO CI</i></p> <p><i>216. TECH</i></p> <p><i>217. ADMIN</i></p> <p><i>218. BIC</i></p> <p><i>219. BICB</i></p> <p><i>220. BICD</i></p> <p><i>221. BTP AND BPC</i></p> <p><i>222. BTP II</i></p> <p><i>223. BTP III</i></p> <p><i>224. AIC, AITC, ADD AND CBI</i></p> <p><i>225. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>226. ITC ALSO CI</i></p> <p><i>227. TECH</i></p> <p><i>228. ADMIN</i></p> <p><i>229. BIC</i></p> <p><i>230. BICB</i></p> <p><i>231. BICD</i></p> <p><i>232. BTP AND BPC</i></p> <p><i>233. BTP II</i></p> <p><i>234. BTP III</i></p> <p><i>235. AIC, AITC, ADD AND CBI</i></p> <p><i>236. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>237. ITC ALSO CI</i></p> <p><i>238. TECH</i></p> <p><i>239. ADMIN</i></p> <p><i>240. BIC</i></p> <p><i>241. BICB</i></p> <p><i>242. BICD</i></p> <p><i>243. BTP AND BPC</i></p> <p><i>244. BTP II</i></p> <p><i>245. BTP III</i></p> <p><i>246. AIC, AITC, ADD AND CBI</i></p> <p><i>247. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>248. ITC ALSO CI</i></p> <p><i>249. TECH</i></p> <p><i>250. ADMIN</i></p> <p><i>251. BIC</i></p> <p><i>252. BICB</i></p> <p><i>253. BICD</i></p> <p><i>254. BTP AND BPC</i></p> <p><i>255. BTP II</i></p> <p><i>256. BTP III</i></p> <p><i>257. AIC, AITC, ADD AND CBI</i></p> <p><i>258. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>259. ITC ALSO CI</i></p> <p><i>260. TECH</i></p> <p><i>261. ADMIN</i></p> <p><i>262. BIC</i></p> <p><i>263. BICB</i></p> <p><i>264. BICD</i></p> <p><i>265. BTP AND BPC</i></p> <p><i>266. BTP II</i></p> <p><i>267. BTP III</i></p> <p><i>268. AIC, AITC, ADD AND CBI</i></p> <p><i>269. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>270. ITC ALSO CI</i></p> <p><i>271. TECH</i></p> <p><i>272. ADMIN</i></p> <p><i>273. BIC</i></p> <p><i>274. BICB</i></p> <p><i>275. BICD</i></p> <p><i>276. BTP AND BPC</i></p> <p><i>277. BTP II</i></p> <p><i>278. BTP III</i></p> <p><i>279. AIC, AITC, ADD AND CBI</i></p> <p><i>280. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>281. ITC ALSO CI</i></p> <p><i>282. TECH</i></p> <p><i>283. ADMIN</i></p> <p><i>284. BIC</i></p> <p><i>285. BICB</i></p> <p><i>286. BICD</i></p> <p><i>287. BTP AND BPC</i></p> <p><i>288. BTP II</i></p> <p><i>289. BTP III</i></p> <p><i>290. AIC, AITC, ADD AND CBI</i></p> <p><i>291. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>292. ITC ALSO CI</i></p> <p><i>293. TECH</i></p> <p><i>294. ADMIN</i></p> <p><i>295. BIC</i></p> <p><i>296. BICB</i></p> <p><i>297. BICD</i></p> <p><i>298. BTP AND BPC</i></p> <p><i>299. BTP II</i></p> <p><i>300. BTP III</i></p> <p><i>301. AIC, AITC, ADD AND CBI</i></p> <p><i>302. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>303. ITC ALSO CI</i></p> <p><i>304. TECH</i></p> <p><i>305. ADMIN</i></p> <p><i>306. BIC</i></p> <p><i>307. BICB</i></p> <p><i>308. BICD</i></p> <p><i>309. BTP AND BPC</i></p> <p><i>310. BTP II</i></p> <p><i>311. BTP III</i></p> <p><i>312. AIC, AITC, ADD AND CBI</i></p> <p><i>313. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>314. ITC ALSO CI</i></p> <p><i>315. TECH</i></p> <p><i>316. ADMIN</i></p> <p><i>317. BIC</i></p> <p><i>318. BICB</i></p> <p><i>319. BICD</i></p> <p><i>320. BTP AND BPC</i></p> <p><i>321. BTP II</i></p> <p><i>322. BTP III</i></p> <p><i>323. AIC, AITC, ADD AND CBI</i></p> <p><i>324. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>325. ITC ALSO CI</i></p> <p><i>326. TECH</i></p> <p><i>327. ADMIN</i></p> <p><i>328. BIC</i></p> <p><i>329. BICB</i></p> <p><i>330. BICD</i></p> <p><i>331. BTP AND BPC</i></p> <p><i>332. BTP II</i></p> <p><i>333. BTP III</i></p> <p><i>334. AIC, AITC, ADD AND CBI</i></p> <p><i>335. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>336. ITC ALSO CI</i></p> <p><i>337. TECH</i></p> <p><i>338. ADMIN</i></p> <p><i>339. BIC</i></p> <p><i>340. BICB</i></p> <p><i>341. BICD</i></p> <p><i>342. BTP AND BPC</i></p> <p><i>343. BTP II</i></p> <p><i>344. BTP III</i></p> <p><i>345. AIC, AITC, ADD AND CBI</i></p> <p><i>346. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>347. ITC ALSO CI</i></p> <p><i>348. TECH</i></p> <p><i>349. ADMIN</i></p> <p><i>350. BIC</i></p> <p><i>351. BICB</i></p> <p><i>352. BICD</i></p> <p><i>353. BTP AND BPC</i></p> <p><i>354. BTP II</i></p> <p><i>355. BTP III</i></p> <p><i>356. AIC, AITC, ADD AND CBI</i></p> <p><i>357. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>358. ITC ALSO CI</i></p> <p><i>359. TECH</i></p> <p><i>360. ADMIN</i></p> <p><i>361. BIC</i></p> <p><i>362. BICB</i></p> <p><i>363. BICD</i></p> <p><i>364. BTP AND BPC</i></p> <p><i>365. BTP II</i></p> <p><i>366. BTP III</i></p> <p><i>367. AIC, AITC, ADD AND CBI</i></p> <p><i>368. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>369. ITC ALSO CI</i></p> <p><i>370. TECH</i></p> <p><i>371. ADMIN</i></p> <p><i>372. BIC</i></p> <p><i>373. BICB</i></p> <p><i>374. BICD</i></p> <p><i>375. BTP AND BPC</i></p> <p><i>376. BTP II</i></p> <p><i>377. BTP III</i></p> <p><i>378. AIC, AITC, ADD AND CBI</i></p> <p><i>379. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>380. ITC ALSO CI</i></p> <p><i>381. TECH</i></p> <p><i>382. ADMIN</i></p> <p><i>383. BIC</i></p> <p><i>384. BICB</i></p> <p><i>385. BICD</i></p> <p><i>386. BTP AND BPC</i></p> <p><i>387. BTP II</i></p> <p><i>388. BTP III</i></p> <p><i>389. AIC, AITC, ADD AND CBI</i></p> <p><i>390. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>391. ITC ALSO CI</i></p> <p><i>392. TECH</i></p> <p><i>393. ADMIN</i></p> <p><i>394. BIC</i></p> <p><i>395. BICB</i></p> <p><i>396. BICD</i></p> <p><i>397. BTP AND BPC</i></p> <p><i>398. BTP II</i></p> <p><i>399. BTP III</i></p> <p><i>400. AIC, AITC, ADD AND CBI</i></p> <p><i>401. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>402. ITC ALSO CI</i></p> <p><i>403. TECH</i></p> <p><i>404. ADMIN</i></p> <p><i>405. BIC</i></p> <p><i>406. BICB</i></p> <p><i>407. BICD</i></p> <p><i>408. BTP AND BPC</i></p> <p><i>409. BTP II</i></p> <p><i>410. BTP III</i></p> <p><i>411. AIC, AITC, ADD AND CBI</i></p> <p><i>412. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>413. ITC ALSO CI</i></p> <p><i>414. TECH</i></p> <p><i>415. ADMIN</i></p> <p><i>416. BIC</i></p> <p><i>417. BICB</i></p> <p><i>418. BICD</i></p> <p><i>419. BTP AND BPC</i></p> <p><i>420. BTP II</i></p> <p><i>421. BTP III</i></p> <p><i>422. AIC, AITC, ADD AND CBI</i></p> <p><i>423. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>424. ITC ALSO CI</i></p> <p><i>425. TECH</i></p> <p><i>426. ADMIN</i></p> <p><i>427. BIC</i></p> <p><i>428. BICB</i></p> <p><i>429. BICD</i></p> <p><i>430. BTP AND BPC</i></p> <p><i>431. BTP II</i></p> <p><i>432. BTP III</i></p> <p><i>433. AIC, AITC, ADD AND CBI</i></p> <p><i>434. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>435. ITC ALSO CI</i></p> <p><i>436. TECH</i></p> <p><i>437. ADMIN</i></p> <p><i>438. BIC</i></p> <p><i>439. BICB</i></p> <p><i>440. BICD</i></p> <p><i>441. BTP AND BPC</i></p> <p><i>442. BTP II</i></p> <p><i>443. BTP III</i></p> <p><i>444. AIC, AITC, ADD AND CBI</i></p> <p><i>445. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>446. ITC ALSO CI</i></p> <p><i>447. TECH</i></p> <p><i>448. ADMIN</i></p> <p><i>449. BIC</i></p> <p><i>450. BICB</i></p> <p><i>451. BICD</i></p> <p><i>452. BTP AND BPC</i></p> <p><i>453. BTP II</i></p> <p><i>454. BTP III</i></p> <p><i>455. AIC, AITC, ADD AND CBI</i></p> <p><i>456. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>457. ITC ALSO CI</i></p> <p><i>458. TECH</i></p> <p><i>459. ADMIN</i></p> <p><i>460. BIC</i></p> <p><i>461. BICB</i></p> <p><i>462. BICD</i></p> <p><i>463. BTP AND BPC</i></p> <p><i>464. BTP II</i></p> <p><i>465. BTP III</i></p> <p><i>466. AIC, AITC, ADD AND CBI</i></p> <p><i>467. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>468. ITC ALSO CI</i></p> <p><i>469. TECH</i></p> <p><i>470. ADMIN</i></p> <p><i>471. BIC</i></p> <p><i>472. BICB</i></p> <p><i>473. BICD</i></p> <p><i>474. BTP AND BPC</i></p> <p><i>475. BTP II</i></p> <p><i>476. BTP III</i></p> <p><i>477. AIC, AITC, ADD AND CBI</i></p> <p><i>478. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>479. ITC ALSO CI</i></p> <p><i>480. TECH</i></p> <p><i>481. ADMIN</i></p> <p><i>482. BIC</i></p> <p><i>483. BICB</i></p> <p><i>484. BICD</i></p> <p><i>485. BTP AND BPC</i></p> <p><i>486. BTP II</i></p> <p><i>487. BTP III</i></p> <p><i>488. AIC, AITC, ADD AND CBI</i></p> <p><i>489. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>490. ITC ALSO CI</i></p> <p><i>491. TECH</i></p> <p><i>492. ADMIN</i></p> <p><i>493. BIC</i></p> <p><i>494. BICB</i></p> <p><i>495. BICD</i></p> <p><i>496. BTP AND BPC</i></p> <p><i>497. BTP II</i></p> <p><i>498. BTP III</i></p> <p><i>499. AIC, AITC, ADD AND CBI</i></p> <p><i>500. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>501. ITC ALSO CI</i></p> <p><i>502. TECH</i></p> <p><i>503. ADMIN</i></p> <p><i>504. BIC</i></p> <p><i>505. BICB</i></p> <p><i>506. BICD</i></p> <p><i>507. BTP AND BPC</i></p> <p><i>508. BTP II</i></p> <p><i>509. BTP III</i></p> <p><i>510. AIC, AITC, ADD AND CBI</i></p> <p><i>511. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>512. ITC ALSO CI</i></p> <p><i>513. TECH</i></p> <p><i>514. ADMIN</i></p> <p><i>515. BIC</i></p> <p><i>516. BICB</i></p> <p><i>517. BICD</i></p> <p><i>518. BTP AND BPC</i></p> <p><i>519. BTP II</i></p> <p><i>520. BTP III</i></p> <p><i>521. AIC, AITC, ADD AND CBI</i></p> <p><i>522. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>523. ITC ALSO CI</i></p> <p><i>524. TECH</i></p> <p><i>525. ADMIN</i></p> <p><i>526. BIC</i></p> <p><i>527. BICB</i></p> <p><i>528. BICD</i></p> <p><i>529. BTP AND BPC</i></p> <p><i>530. BTP II</i></p> <p><i>531. BTP III</i></p> <p><i>532. AIC, AITC, ADD AND CBI</i></p> <p><i>533. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>534. ITC ALSO CI</i></p> <p><i>535. TECH</i></p> <p><i>536. ADMIN</i></p> <p><i>537. BIC</i></p> <p><i>538. BICB</i></p> <p><i>539. BICD</i></p> <p><i>540. BTP AND BPC</i></p> <p><i>541. BTP II</i></p> <p><i>542. BTP III</i></p> <p><i>543. AIC, AITC, ADD AND CBI</i></p> <p><i>544. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>545. ITC ALSO CI</i></p> <p><i>546. TECH</i></p> <p><i>547. ADMIN</i></p> <p><i>548. BIC</i></p> <p><i>549. BICB</i></p> <p><i>550. BICD</i></p> <p><i>551. BTP AND BPC</i></p> <p><i>552. BTP II</i></p> <p><i>553. BTP III</i></p> <p><i>554. AIC, AITC, ADD AND CBI</i></p> <p><i>555. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>556. ITC ALSO CI</i></p> <p><i>557. TECH</i></p> <p><i>558. ADMIN</i></p> <p><i>559. BIC</i></p> <p><i>560. BICB</i></p> <p><i>561. BICD</i></p> <p><i>562. BTP AND BPC</i></p> <p><i>563. BTP II</i></p> <p><i>564. BTP III</i></p> <p><i>565. AIC, AITC, ADD AND CBI</i></p> <p><i>566. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>567. ITC ALSO CI</i></p> <p><i>568. TECH</i></p> <p><i>569. ADMIN</i></p> <p><i>570. BIC</i></p> <p><i>571. BICB</i></p> <p><i>572. BICD</i></p> <p><i>573. BTP AND BPC</i></p> <p><i>574. BTP II</i></p> <p><i>575. BTP III</i></p> <p><i>576. AIC, AITC, ADD AND CBI</i></p> <p><i>577. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>578. ITC ALSO CI</i></p> <p><i>579. TECH</i></p> <p><i>580. ADMIN</i></p> <p><i>581. BIC</i></p> <p><i>582. BICB</i></p> <p><i>583. BICD</i></p> <p><i>584. BTP AND BPC</i></p> <p><i>585. BTP II</i></p> <p><i>586. BTP III</i></p> <p><i>587. AIC, AITC, ADD AND CBI</i></p> <p><i>588. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>589. ITC ALSO CI</i></p> <p><i>590. TECH</i></p> <p><i>591. ADMIN</i></p> <p><i>592. BIC</i></p> <p><i>593. BICB</i></p> <p><i>594. BICD</i></p> <p><i>595. BTP AND BPC</i></p> <p><i>596. BTP II</i></p> <p><i>597. BTP III</i></p> <p><i>598. AIC, AITC, ADD AND CBI</i></p> <p><i>599. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>600. ITC ALSO CI</i></p> <p><i>601. TECH</i></p> <p><i>602. ADMIN</i></p> <p><i>603. BIC</i></p> <p><i>604. BICB</i></p> <p><i>605. BICD</i></p> <p><i>606. BTP AND BPC</i></p> <p><i>607. BTP II</i></p> <p><i>608. BTP III</i></p> <p><i>609. AIC, AITC, ADD AND CBI</i></p> <p><i>610. PD, ALSO PM I, II, III AND RAFT</i></p> <p><i>611. ITC ALSO CI</i></p> <p><i>612. TECH</i></p> <p><i>613. ADMIN</i></p> <p><i>614. BIC</i></p> <p><i>615. BICB</i></p> <p><i>616. BICD</i></p> <p><i>617. BTP AND BPC</i></p> <p><i>618. BTP II</i></p> <p><i>619. BTP III</i></p> <p><i>620. AIC, AITC, ADD AND CBI</i>&lt;/</p>

STANDARD FORM 52  
FORM 52-1  
U. S. GOVERNMENT PRINTING OFFICE  
WASHINGTON, D. C. 20540  
GPO : 1964 O - 350-000

# REQUEST FOR PERSONNEL ACTION

SECRET

VOICED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. REQUEST NO.	2. DATE OF REQUEST
	11 Apr. 56
3. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify: new appointments, promotion, separation, etc.)	4. EFFECTIVE DATE A. PROPOSED
PROMOTION & NAME CHANGE	ASAP
5. FUNDING (Specify: War Relocation, change of grade or title, etc.)	6. APPROVED

FROM— I.O. (CI) OS-0136.53-12 BD-216-12 \$7785.00 DDP/EE CE Section Washington, D.C.	TO— I.O. (CI) OS-0136.53-13 BD-216 \$8990.00 DDP/EE CE Section Washington, D.C.
7. POSITION TITLE AND NUMBER	8. SERVICE GRADE AND SALARY
9. ORGANIZATIONAL DESIGNATION	10. HEADQUARTERS
11. FIELD OR DEPARTMENTAL	12. FIELD OR DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

\* Subject has been receiving his checks under the ~~xx~~ <sup>given</sup> ~~xxxx~~ name of [redacted] Please change to the corrected spelling as shown above.

9. REQUESTED BY (Name and title)	D. REQUEST APPROVED BY
C/EE <span style="border: 1px solid black; padding: 2px;">[redacted]</span>	Signature: <span style="border: 1px solid black; padding: 2px;">[redacted]</span>
	Title: <span style="border: 1px solid black; padding: 2px;">[redacted]</span>

13. VETERAN PREFERENCE	14. POSITION CLASSIFICATION ACTION
NONE WWII OTHER 5 PT. 15 POINT CISAB OTHER	NEW VICE I A. REAL
15. SEX M	16. APPROPRIATION FROM: 7-3100-20 TO: S:310
17. SUBJECT TO C.S. RETIREMENT ACT (YES-NA) Yes	18. DATE OF APPOINTMENT MENT 1/1/56 19. LEGAL RESIDENCE STATE: Calif.

20. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL	<span style="border: 1px solid black; padding: 2px;">[redacted]</span>	3-1-56	
C. CLASSIFICATION	<span style="border: 1px solid black; padding: 2px;">[redacted]</span>	10-1-56	
D. PLACEMENT OR ENPL.			
E.			

22. APPROVED BY [redacted] SECRET

SECRET

5 August 1956

MEMORANDUM FOR: EE/Personnel

SUBJECT: Promotion Recommendation - [REDACTED]

1. We recommend herewith that [REDACTED] incumbent of slot BO-216 on the T/O of EE/P be promoted from GS-12 to GS-13.

2. [REDACTED] is one of the best all around operations officers the undersigned has ever worked with, and evinces in all matters he has been concerned with a deep and mature understanding of intelligence operations and a deep sense of responsibility and integrity. He has, since joining EE/P, been Chief of the CE Section, supervising the work of a staff of five, some of whom are of equal rank with Subject and have been concerned with Agency [REDACTED] matters for many years.

[REDACTED] organized his section in a most efficient and tactful manner and succeeded in turning the work of his subordinates into channels of real value to the Branch, a job requiring no mean diplomacy and patience.

3. As a supervisor and as an operations officer [REDACTED] has distinguished himself while at this Branch in a manner which clearly calls for his advancement to a grade which would only be commensurate with the extent of his responsibilities and his singular abilities to carry them out.

[REDACTED]  
Chief, EE/P

SECRET

RECEIVED 5 AUG 1956

SECRET

TRANSFER FROM UNVOUCHERED TO  
VOUCHERED FUNDS

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST 27 Apr. 56
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Name of action: appointment, promotion, separation, etc.) REASSIGNMENT		5. EFFECTIVE DATE A. PROPOSED ASAP	7. C.S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED 20 MAY 1956	

FROM— Area Ops. Off. GS-0136-01-12 DUP/ES Austrian Station Operations Staff Vienna, Austria	BO(F)-657 87570-00 7715	9. POSITION TITLE AND DUTIES 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DETERMINATION 551350 12. HEADQUARTERS	TO— I.O. (CI) GS-0136-53-12 DUP/ES CE Section Washington, D.C. BO-216-12 87570-00 7715	13. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	14. FIELD OR DEPARTMENTAL <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL (DI)
---	-------------------------------	---	--	--	---

A. REMARKS (Use reverse if necessary)

TRANSFER FROM UNVOUCHERED TO VOUCHERED FUNDS

C. FOR ADDITIONAL INFORMATION, CALL (Name and telephone extension) 388h/C. Danish		14. POSITION CLASSIFICATION ACTION NEW VICE I.A. REAL 80-DI	
13. VETERAN PREFERENCE NONE WWN OTHER 5 PT 15 POINT DISAD OTHER		15. SUBJECT TO C.S. RETIREMENT ACT. (YES-NO) YES	
15. SEX M	16. RACE W	17. APPROPRIATION FROM 6-3110-55-016 TO 6-3100-20	19. DATE OF APPOINT- MENT AFFIDAVIT (ACCESSIONS ONLY)
20. LEGAL RESIDENCE PROVED STATE Calif.		21. STANDARD FORM 50 REMARKS	

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.			
E			

F. APPROVED BY

SECRET

SECRET

Chief of Operations, DD/P

25 May 1955

Director of Security

[REDACTED]

1. Reference is made to your memorandum of 7 April recommending to the Director of Central Intelligence approval of the request made by [REDACTED] for permission to remain in the employ of the Agency following his marriage to [REDACTED]

2. This is to report that the Deputy Director of Central Intelligence has approved [REDACTED] request subject to the conditions contained in a MEMORANDUM FOR THE RECORD dated 18 May 1955, a copy of which is attached.

FOR THE DIRECTOR OF SECURITY:

[REDACTED]

Chief, Personnel Security Division

Attachment:

DDCI Memo dated 10 May 1955

cc: Director of Personnel

SECRET

COPI SECRET

18 May 1955

MEMORANDUM FOR THE RECORD

The request of [redacted] for permission to remain employed by this Agency after marriage is approved subject to the following:

1. Subject's immediate supervisor will be notified by cable to counsel with subject regarding the serious effect the marriage will have in impairing what otherwise appears to be an outstanding career with this Agency. Subject, although young, has demonstrated exceptional ability and great promise and has been promoted well ahead of others of his age bracket. Based upon his actions to date, it would appear subject might ultimately expect to attain a position of considerable importance and responsibility in this Agency, if no inherent limitations develop. The proposed marriage places such a limitation on the use of subject, not only in particular parts of Europe, but in Headquarters as well. Certain clearances required of high level employees of the Agency will be difficult to obtain if this marriage is contracted, and the limitations on the type of assignments which will be available to him will not enhance his career development.

2. After receiving this counsel and giving it consideration, if subject continues in his desire to marry and contracts the marriage, he will be removed from Austria as soon as he can conveniently arrange for his spouse's visa. Following the marriage, he shall be withdrawn from the more sensitive elements of the Station's business.

/s/

C. P. CABELL  
Lieutenant General, USAF  
Deputy Director

C  
O  
P  
Y

SECRET

SECRET

O/Pur

MEMORANDUM FOR: Director of Central Intelligence

1-5801

THROUGH: : Director of Personnel  
: Director of Security

SUBJECT: : [redacted] Area Operations Officer,  
: [redacted] Division, Request for Permission to Remain  
: in the Employ of the Agency After Marriage to an  
: Alien

1. It is recommended that [redacted] request to remain in the employ of the Agency after his marriage to [redacted] an Austrian citizen, be approved.

2. This recommendation is based on the following factors after consideration of this request by the Glandstone Services Career Service Panel:

a. [redacted] has served effectively with the Agency since July 1950. He has demonstrated unusual ability in his field assignments and is regarded as an extremely valuable career officer.

b. The limitation which this proposed marriage would place on Mr. Bagley's use in his current assignment would be minimal since his normal tour of duty in Austria will expire in September of this year.

3. The security aspects of this proposed marriage have been deferred to the Office of Security for its separate recommendation.

[redacted]  
Chief of Operations, O/P

C. E. H. H. H.

SIGNED

11 APR 1955

Lawrence G. [redacted]  
Director of Personnel

SECRET



AIR

SECRET

FAVA-8235

2 September 1954

Chief, EE  
Attn: Norman R. Paternall  
Chief of Mission, Austria

Administrative/Personnel

Promotion Recommendations

K A P O E

Kindly advise us of the status of the following recommendations  
for promotion submitted by this Mission:

[REDACTED] (FAVA-6376, 19 March 1954)  
[REDACTED] (FAVA-6661, 15 April 1954)  
[REDACTED] (FAVA-7068, 11 May 1954)

Hector A. Fairfield

Distribution

- 3 - EE
- 1 - OCM
- 1 - Admin
- 1 - File

SECRET

23/ SECRET

## APPLICATION FOR MEMBERSHIP IN THE CAREER STAFF

To the Chief, KUBARK

Sir,

I submit herewith my application for membership in the Career Staff defined below:

"The Career Staff is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Organization, and who intend to make a career with the Organization."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Organization, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Organization. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Organization and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Organization.

MEMBERSHIP IN THE CAREER STAFF  
APPROVED, TO TAKE EFFECT--1 JUL 1954--

FOR THE CHIEF, KUBARK  
EXECUTIVE DIRECTOR  
KUBARK SELECTION BOARD

(Signature)

(Date)

19 NOV 54  
JAN 4 1955

SECRET

**SECRET**

EAVA-7058

Chief, FE

12 May 1951

Attn: [REDACTED]

Chief of Mission, Austria

K A P O K

Administrative

Recommendation for Promotion - [REDACTED]

1. Subject joined KULARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951. [REDACTED]

4. A mature appearance,

**SECRET**

SECRET

EAVA-7068  
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.

Horton A. Woolley

John W. Paley

Distribution

3 - IE  
1 - OCH  
1 - Admin  
1 - File

SECRET

FORM 100 35-85  
NOV 1951

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16 SEP 53

SECRET  
SECURITY INFORMATION

IN 18333

ROUTING

TO: DIRECTOR, CIA

FROM: SN REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS 2, FI/RI 2

VIE 0858

TO: DIR

ADMIN

CITE: SVIEN

RECEIVED 15 SEPTEMBER 53.

END OF MESSAGE

SEP 21 1953

*152  
Bess*

SECURITY INFORMATION

COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

FORM NO : 35  
NOV 1951

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16-SEP 53.

SECRET  
SECURITY INFORMATION

IN 18935

PRINTING

TO: DIRECTOR, CIA

FROM: SD REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION: FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS 2, FI/RI 2

VIEN 0858

TO: DIR

CITE: SVIEN

ADMIN

[REDACTED]

APPROVED 15 SEPTEMBER 53.

END OF MESSAGE

SECURITY INFORMATION

COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

SECRET

Security Information

Date: 2 Sept 53

Central Intelligence Agency  
2430 E Street, N. W.  
Washington, D. C.

Gentlemen:

1. In accordance with the policy of this agency, it is understood and agreed by me that I shall be required to serve a minimum term of two years from the date of my arrival at my overseas post of duty, unless terminated by the Government for its convenience. If the assignment is terminated at my request in less than twenty-four months, the following shall prevail:

(a) If I resign in less than twelve months from the date of my arrival at my overseas post of duty, I shall reimburse CIA for all travel expenses involved in the transportation of myself, my immediate family, household goods, and personal effects and automobile to the foreign station, and pay all such expenses for return to the United States.

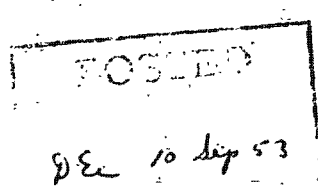
(b) If I resign between the twelfth and twenty-fourth month from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects and automobile to the United States.

2. Part (a) above shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case part (b) only shall apply, amended to read: "If I desire to terminate or return to the United States prior to the expiration of twenty-four months from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects to the United States".

Witness:

SECRET  
Security Information

**SECRET**  
SECURITY INFORMATION

RECORD OF TRANSPORTATION FURNISHED				DATE 20 August 1953
DEPARTURE DATE 3 September 1953		DIVISION 0.	TRAVEL ORDER NO. EE-870/53	
TICKET NO.		COST	HOW PURCHASED	ROUTE & CARRIER
B-34612		\$ 373.00	STC	Payee: United States Lines U.S. United States - from New York Room 8-31 to Havre
REMARKS: (Dependent's name with age and sex for children, indicate concurrent travel)  It is requested that a cashiers check be rendered.				
<div style="text-align: right;">             9 Dec 10 Sep 53            Jay E. Eversen            Passenger traffic officer         </div>				
I CERTIFY that the services represented by this form constitute the lowest first class transportation available at the time the reservation was made. (If foreign ship has been reserved, the appropriate certification has been affixed to the invoice.)				
Date		Authorized approving officer		
I CERTIFY that this voucher has been examined by me; that receipts or other substantiating data have been furnished me, or a satisfactory explanation made for the failure to furnish same; that it appears from such data that the itemized materials, services and/or expenditures were for necessary official purposes, reimbursement or payment for which is allowable under existing regulations; and that such expenditures are properly chargeable to available appropriations as indicated below.				
Date	Appropriation	Allotment	Authorized certifying officer	



NAME

[Redacted Name Box]

DATE 13 Aug 53

ORDERS:

TDY ✓

ICS \_\_\_\_\_

MODE OF TRAVEL Air

RETURNED FROM Vietnam

DATE DEPARTED 19 June 53

DATE ARRIVED U. S. 20 June 53

DATE REPORTED WASH 18 Aug 53

FUTURE PLANS Re - TDY & 1 turn to post

VIA Air  
(SPECIFY AIR OR SEA POUCH)

DISPATCH NO. EAVA-1937  
ADM/2517

SECRET  
SECURITY INFORMATION  
CLASSIFICATION

TO : Chief, EE  
ATTN: [REDACTED]  
FROM : Chief of Mission, Austria, W

DATE: 27 February 1953

SUBJECT: GENERAL— Administrative

SPECIFIC— Promotion for [REDACTED]

GROOVY/GRBOUNCE

In [REDACTED]	
In Active [REDACTED]	
See [REDACTED] 4	✓
In [REDACTED] [REDACTED]	
See [REDACTED] [REDACTED]	
for [REDACTED] [REDACTED]	

1. [REDACTED] joined KUBARK in July 1950 and arrived at this Mission on the 15th of June 1951 as a GS-9.

2. Since his arrival, [REDACTED] has continually showed himself as a great asset to the Mission. After a period of technical work and agent handling, [REDACTED] was made chief of the [REDACTED] Section for the Mission in November 1952. He has done an excellent job in organizing this section and in handling and training the four persons whom he supervises.

3. Upon his arrival in Vienna, [REDACTED] knew little German. He has now mastered the language to such a degree that he can handle German speaking agents.

4. [REDACTED] is a very promising case officer, and at a meeting of the Mission Promotion Board was unanimously recommended for promotion to GS-11. It is with great confidence that I submit his name to Headquarters for this action.

Morton A. Woolley  
Morton A. Woolley

Henry P. Dagenham  
Recommended and Approved  
Henry P. Dagenham

Attachment - Job Descrip.

Distribution: 2 EE - 1 [REDACTED]  
1 Grattis  
FORM NO. 51-28A 1 Admin - 1 File  
MAR. 1949

SECRET  
SECURITY INFORMATION  
CLASSIFICATION

VIA: \_\_\_\_\_  
SPECIFY AIR OR SEA POUCH

DISPATCH NO. 1628

SECRET  
CLASSIFICATION

TO : Chief, EE  
Attn: \_\_\_\_\_  
FROM : Chief of Mission, Australia SBH/MPD  
SUBJECT: GENERAL: Administrative  
SPECIFIC: Transferred leave - \_\_\_\_\_

DATE: 30 January 1953

CRUCIAL

1. Form 1150 concerning subject was forwarded \_\_\_\_\_ for action. It is forwarded to Headquarters for appropriate action.

2. Subject had no break in service.

Stephen B. Heauch  
Stephen B. Heauch  
Tex

Attachment as noted

Distributions:

2 EE  
1 Crower  
1 Cratlas  
1 Admin  
1 File 201

CLASSIFICATION

INCOMING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

**SECRET**

PAGE No.

FROM: VIENNA ROUTINE  
TO: SPECIAL OPERATIONS 19 JUN 51  
ACTION: FDM (1-2-3) IN 45599  
INFORMATION: 1:ID (4), AD/CD (5), ADMIN (6), PDC (7), CFI (8-9-10),  
C/O (11-12-13)

Paraphrase Not Required. Handle as SECRET. Correspondence per Para. 51 (1) CIA AR 140-5

VIEN 5632

TO: WASHF CITE: VIENF

ARRIVED VIENNA PCS 15 JUNE 51.

**SECRET**

COPY No.

TOR: 1257Z 19 JUN 51

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

*file*

May 25, 1951

28

PL 724 79th

FSS

INDEFINITE APPOINTMENT EO 10180

5-25-51

5-25-51

Political Officer

Assistant Attache

Vienna

FSS-9 \$4290.00

IAL-2092120

VA-138-a

INDEF

X

Sec. Sec.

X

X

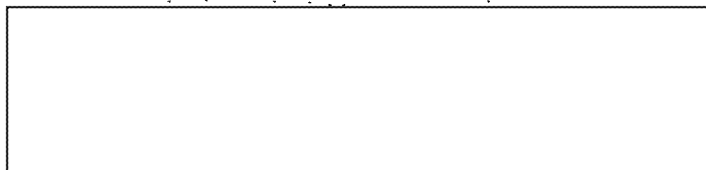
X  
USA

Male

Single

California

Items a, b, c, d, i, (61)



*Officer* *File*

**SECRET**

21 May 1951

TO: Personnel Director, CIA

VIA: ADMIN and PDC

FROM: PDM

SUBJECT:

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's draft and reserve unit:

A)

B)

3. Subject has been in the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

*4 June 51*  
*Permission received from*  
*Major Booth & Reams.*  
*Picked up by E. Murphy*  
*WES*

APPROVED:

Acting Chief, PDM

For the Assistant Director, Special Operations

Form No. 20-2  
(Rev. 1963)

OUTGOING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

**SECRET**

Page No.

To: VIENNA

ROUTINE

From: SPECIAL OPERATIONS

15 MAY 51

CONFIRMATION: POC (1)

OUT 51984

INFORMATION: AD/SO (2), FOM (3), S/C (4-5-6), DDP (7)

Paraphrase Not Required. Handle as SECRET Correspondence per Para. 11 (f) 604 AR-309-3

WASH 41779

TO: VIENNA

CITE: WASHF

RE: MAY-W 3292

SUBJECT OF REFERENCE IS

H. LITTLE  
RELEASING OFFICER

JSR  
ORIGINATING AND COORDINATING OFFICERS

B. TWEEDY  
AUTHENTICATING OFFICER

TOD:

**SECRET**

Copy No. /

1951Z 15 MAY 51 IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

SECRET

MAR 28 1951

MEMORANDUM FOR [REDACTED]

ATTENTION: [REDACTED]

Subject: Request for Appointment in the [REDACTED]  
[REDACTED]

Enclosures: a. Forms 057-34

b. Standard Forms 28 and 39

c. Proposed Biography

1. It is requested that [REDACTED] be

2. [REDACTED] received his A.B. Degree from the University of Southern California and his B.A. and Ph.D. Degrees from the University of Geneva. He has had nearly a year's experience as an intelligence officer in Government service and it is believed, possesses the professional qualifications necessary for his duties as well as the qualifications expected of an American official serving abroad. He will receive from CIA a basic salary of \$14,600.00 per annum.

3. [REDACTED] will replace [REDACTED] who will be reassigned shortly after [REDACTED] arrival.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

W. C. WHEAT  
Assistant Director

cc - OJ/PDC  
CUM

SECRET



14-00000

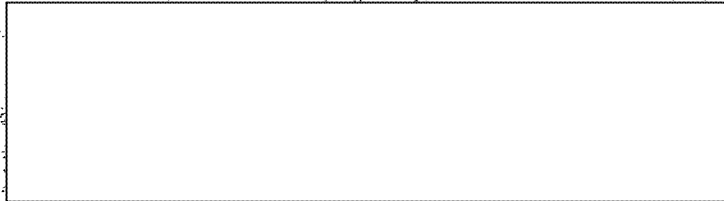
**SECRET**



**OCCUPATIONAL EXPERIENCE:** July 1950 to Present - Intelligence Officer, Central Intelligence Agency, Washington, D. C.

**SECRET**

**PROPOSED BIOGRAPHY**



5 March 1951

TO: [REDACTED]

FROM: FDM

SUBJECT: Request for Designation - [REDACTED]

It is requested that necessary steps be taken to obtain

[REDACTED] designation for the following employee:

*E.C. Dunlevy*  
Elizabeth C. Dunlevy  
For: Chief, FDM

WORK SHEET FOR FORM 105

No. F970 Project 30M (ADD)  
 Name [Redacted] S. Officer [Redacted] Sponsor  
 Title Chief, Officer (Ops) Grade & Salary GS-9 P 4600.00

## Request for Title from

Division  
 Title Requested Opel Consul  
 Replacement for FSD-9 #4470.00

Request to DIES 19 March 1951Memo to LBS 16 Feb 51 F 3638

Dispatch sent 19 March 1951  
 Trans-Memo Cable sent 12 May

## Physical (State)

Cleared 23 May 51  
 Exempted 25 May  
 Best Attache (Political)  
 Report to Miss Gubala

## Notes

Physical & Inoculations 88-89<sup>0</sup> rec'd.R. & D Report OK

Contract signed

Form GSP-34 to individual  
 Form GSP-34 received 5 March 51

Misc.

Form 30-1 prepared

Existing  
 International Certificate

Existing Info.

Form PS-123

Application Form Info. (GSP-34)

Form PS-310 Info.

Finance Division

Badge picked up

## STATE CLEARING

FOR

DATE

FIELD ACTION

SEAL FOR ORDERS  
 Documents

FIELD CLEARING  
 VISIT IN, TO & S

SECRET

Enclosure  
2/16

5 March 1951

TO: CPD

FROM: FDM

SUBJECT:

It is requested that subject be transferred from  
the German T/O to Slot No. 6 of the External Section "A" (Vienna).  
This is a temporary move. Adjustment will be made when the new  
Vienna T/O is approved.

For: Chief, FDM

SECRET

OFFICE MEMORANDUM

TO:

FROM:

SUBJECT:

DATE: 16 February 1951

For the convenience of the Department of State, it is requested that the appropriate security certification be prepared and forwarded to the Department of State as soon as possible. The subject is to be assigned to Vienna, Austria.

JOSEPH S. POTT

SECRET

(5)

File  
md

6 February 1951

TO: Overseas Branch

FROM: PDM

SUBJECT: Cancellation of Transportation - [REDACTED]  
[REDACTED]

It is requested that all travel arrangements on  
[REDACTED] be cancelled. The Division is changing his  
assignment and he will not be sent to [REDACTED]

[REDACTED]  
For: Chief, PDM

RECEIVED  
FEB 11 11 35 AM '51  
OVERSEAS BRANCH

22 January 1951

TO: Overseas Branch, MD  
VIA: Assistant Director, Special Operations  
FROM: FIM  
SUBJECT: Foreign Travel Request

1. It is requested that appropriate travel orders be issued for [redacted] to proceed to [redacted] on PCS.
2. The following information is submitted for the preparation of the Foreign Travel Order:
  - a. Justification: [redacted] is being sent to [redacted] as an Intelligence Officer, GS-9, against FOS/DAD Slot No. 53.
  - b. Availability date to commence travel: 14 March 1951.
  - c. Mode of travel: Sea
  - d. Requested deviation from most direct route and justification therefor: Subject has requested and the Division has no objection, six (6) days' annual leave in Switzerland enroute to Station.
  - e. Dependents to be authorized to travel: No
  - f. Household effects to be authorized: Yes
  - g. Shipment of personal automobile to be authorized: Yes
  - h. Special provisions: None.
  - i. Travel advance of \$200.00 is requested.

[redacted]  
For: Chief, FIM

APPROVED:

For the Assistant Director, SO

100



EMPLOYEE TRANSFER

1. Name: [Redacted] Station: [Redacted] FDM [Redacted] X 2438

Title: Intelligence Officer Grade & Salary: GS-9 \$4600. Aff. Trans. Date:           

Washington, D. C. to [Redacted] for PCS.

2. Availability Date: 13 March 1951 Type of Transfer:           

Mode of Travel: Sea

Stipends, Insurance, & Expenses:           

Dependents:           

Effects & Baggage:           

Travel Advance:            Special Provisions:           

3. Contract: 31 Jan. 51 Residence & Dependency Report: OK

Automobile Agreement:            Clearance Date: 22 January 1951

Reserve Release: 1st Lt. 647506 papers either in Los Angeles or Wash.

Passport Letter:            Date Passport Obtained:           

PT No.:            Date:            Date of Issue:           

Visas:           

Physical Requested: 22 Jan. 51 Med. Cert. Recd.:            Inoculations:           

TCA Requested:            Cable No.:            TCA Rec'd.:            Cable No.:           

Military or Naval Orders Requested:            Orders Rec'd.:           

AGO Card Requested:            AGO Card Received:           

Director's Appointment Scheduled for:            Appointment Completed:           

Departure Notice:            Departure Date:           

Baggage Cable:            Authorization or Effect:           

Once Effects Shipped:            to:            Office:

SECRET

PERSONNEL TRANSFER LETTER  
(THIS IS NOT A TRAVEL ORDER)

6 January 1951

TO:

1. Pursuant to authority vested in me, your official station is hereby established as  effective 7 January 1951. Upon receipt of proper Travel Orders you will proceed from Washington, D. C. to such station, via

2. The travel to your new station is to be accomplished as soon as practicable after receipt of proper Travel Orders. This transfer is not for your convenience or benefit, or at your request, but in the best interests of the Government.

3. In accordance with the provisions of applicable agency regulations, and subject to the availability of funds, the shipment at Government expense of your household goods and personal effects, including packing, crating, unpacking, uncrating, drayage, and temporary storage not to exceed ninety days, within the prescribed weight allowance, is authorized.

4. Subject to the availability of funds, the movement of your immediate family at Government expense is authorized in accordance with agency regulations.

5. Authorization for the shipment of a personally owned automobile at Government expense, when consistent with agency regulations, is hereby authorized.

CHIEF, EMPLOYEES DIVISION

SECRET

File  
HAC

①

24 November 1950

TO: Employees Division

VIA: ELO

FROM: FDI

SUBJECT: Richard Haines  
Chief, FDI

Attachment

APPROVED

  
ELO/

6 November 1950

TO: SSD

FROM: FDM

SUBJECT: [REDACTED]

As indicated in the attached memorandum from Mr. Horace S. Craig, Jr., Chief, Advisory Council, [REDACTED] is released for transfer to this Division. At the present time [REDACTED] is a student in the Advanced Operations Course. It is planned to have him report to VDM upon completion of the above-mentioned Course which will be 1 December 1950.

It is requested that action be initiated to have him transferred to FDM as soon as possible:

[REDACTED]

[REDACTED]  
for: Chief, FDM [REDACTED]

Attachment

CONFIDENTIAL

24 July 1950  
(date)

I, [redacted] hereby certify the information  
appearing on my Personal History Statement dated 11 May 1950  
is still accurate and correct, except as follows: Terminated residence  
in Ferney-Voltaire (in), France, 15 July 1950. Present address  
[redacted]  
[redacted]

CONFIDENTIAL

~~SECRET~~

~~CONFIDENTIAL~~

**RESTRICTED**

ENTRANCE ON DUTY RECORD		DATE	
TO:		24 July 1950	
FROM:		BUILDING	ROOM
Advisory Council		South	132
PERSONNEL OFFICER		EOD DATE	
		24 July 1950	
NAME OF EMPLOYEE			
POSITION TITLE		GRADE	SALARY
Intelligence Officer		GS-9	\$4600.00 per annum
PAYROLL		DUTY STATION	
unvouchered funds		Washington, D. C.	
DATE SECURITY CLEARED		DATE OATH OF OFFICE ADMINISTERED	
29 August 49 Extended 29 May 1950		24 July 1950	
DATE PERMANENT IDENTIFICATION REQUESTED		DATE FINGERPRINTED	
24 July 1950		24 July 1950	
DATE BRIEFED BY SECURITY		DATE OF PHYSICAL EXAMINATION	
24 July 1950		24 July 1950	
DATE 24 MONTH AGREEMENT SIGNED			
Not Applicable			
EMPLOYEE'S EMERGENCY ADDRESS			
EMPLOYEE'S LOCAL ADDRESS			
REMARKS:			

POSTED  
25 July 50

SIGNATURE

CONFIDENTIAL

17 February 1950

Employees Division

Attached is a copy of letter from subject which was written to [redacted]. It is requested that the security clearance effective 29 August 1949 be extended. It is hoped that subject will enter on duty on or about 12 March 1950.

STANDARD FORM NO. 64

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 23 February 1950  
FROM : Chief, Personnel Security Branch  
SUBJECT: [redacted]

3-Ae  
Reference is made to your memorandum dated 17 February 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

Adv. Council [signature] 4:00 PM 27 Feb. C.H.  
[redacted]

CONFIDENTIAL

SECRET

24 August 1949

TO : IAS

ATT :

FROM : CPM

SUBJECT:

1. The above-named subjects were being processed for employment with the Advisory Council on Vouchered Funds. These positions are now on unvouchered funds. The security clearances should be granted on this basis and should be forwarded to this office.

STANDARD FORM NO. 64

SECRET

Office Memorandum • UNITED STATES GOVERNMENT *file*

TO : Deputy Personnel Officer  
FROM : Chief, Personnel Security Division  
SUBJECT:

DATE: 15 September 1949

38638

Reference is made to your memorandum dated 24 August 1949 relative to Subject.

This is to advise that this office interposes no objection to the contemplated transfer of Subject from Vouchered to Unvouchered Funds in the Advisory Council.

SECRET



PERSONNEL ACTION REQUEST			
		CLASSIFICATION	INITIALS DATE
		VICE	<i>DATE</i> 7-18-49
		1A	<i>Re # 1785</i>
		VV	<i>CS # 1694</i>
		NEW	<i>12-22-47</i>
		QUALIFICATION	REVIEW INITIALS DATE
			<i>7-25-49</i>
NATURE OF ACTION <i>Completed</i> Appointment to fill vacancy caused by transfer of Lawrence A. Sloan, Jr.			
EFFECTIVE DATE: As soon as possible		210-700 14-100 <i>6.11.64</i> <i>Ray 7-27-49</i>	
FOR SEPARATIONS, TRANSFERS OUT, AND RESIGNATIONS LAST WORKING DAY:		APPROVED:	
FOR RESIGNATIONS FROM FEDERAL SERVICE ONLY SIGNATURE OF EMPLOYEE:		SIGNATURE, EXECUTIVE DIRECTOR:	
		SIGNATURE, EXECUTIVE FOR ARMY:	
		SIGNATURE, CHIEF, PERSONNEL BRANCH:	
TITLE		FROM TO	
GRADE AND SALARY		Research Analyst P-3 Intelligence Officer, <i>4479.60</i>	
OFFICE		Advisory Council	
BRANCH			
DIVISION			
SECTION			
OFFICIAL STATION		Washington, D. C.	
DEPT. OR FIELD		Dept. 130	
REMARKS: <i>Searched 10/25/49</i> <i>MS</i> <i>See reg-61</i>			
RECOMMENDED: OFFICE CHIEF, BRANCH CHIEF, OR ADMINISTRATIVE OFFICER		DATE	
<i>Franklin</i> Admin. Asst., Advisory Council		-7 May 1949	

SECRET

NOTIFICATION <del>OF</del> ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		21 June 1972	FILE NO. 970
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, CONTROL DIVISION	EUR NN	10 CARD NUMBER
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION		
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action)		
ATTN:	Chief Support Staff	OFFICIAL COVER	<input checked="" type="checkbox"/> ESTABLISHED
REF:	Retirement Debriefing		<input type="checkbox"/> DISCONTINUED
<b>KEEP ON TOP OF FILE WHILE COVER IN EFFECT</b>			
<input checked="" type="checkbox"/>	ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS EFFECTIVE DATE:
<input checked="" type="checkbox"/>	BASIC COVER PROVIDED EFFECTIVE DATE <u>EOD</u>		SUBMIT FORM 3254 <u>W-2</u> TO BE ISSUED. (NNB 20-11)
<input type="checkbox"/>	OPERATIONAL COVER PROVIDED FOR <u>TOY</u> OTHER (Specify)		SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (NNB 20-7)
<input checked="" type="checkbox"/>	SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (NNB 20-7)		EAA: CATEGORY I <input type="checkbox"/> CATEGORY II <input type="checkbox"/>
<input checked="" type="checkbox"/>	SUBMIT FORM 3254 <u>State</u> W-2 TO BE ISSUED. (NNB 20-11)		RETURN ALL OFFICIAL DOCUMENTATION TO CCS
<input checked="" type="checkbox"/>	SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (NR 240-26)		SUBMIT FORM 2688 FOR HOSPITALIZATION CARD.
<input checked="" type="checkbox"/>	SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (NR 240-26)		DO NOT WRITE IN THIS BLOCK
NA	EAA: CATEGORY I <input type="checkbox"/>	CATEGORY II <input type="checkbox"/>	
NA	SUBMIT FORM 2688 FOR <u>HOSPITALIZATION CARD</u>		
REMARKS AND/OR COVER HISTORY:			
<p>Subject will be denied for entire period of employment except for US Government employment applica- tions.</p> <p>Forwarding address: 56, Chemin du Gros Tienne 1328-Ochain, Belgium</p> <p>Subject will be self-employed</p>			
DISTRIBUTION: COPY 1 - CO COPY 2 - OPERATING COMPONENT COPY 3 - D/O COPY 4 - CL/INSEC COPY 5 - OF COPY 6 - CCS - FILE		RF:SS	

ES: 28 JUN 72

SECRET  
(When Filled In)

## NOTIFICATION OF PERSONNEL ACTION

DEF

1. SERIAL NUMBER		056043	
2. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT
CONV FROM FSR STATUS & RETIREMENT-INVOLUNTARY-UNDER CIA RETIREMENT AND DISABILITY SYSTEM		MO CGS 11 06 30 72	REGULAR
6. FUNDS	V TO V CF TO V	V TO CF CF TO CF	7. Principal Analyst No Chargeable
	X		8. CSC OR OTHER LEGAL AUTHORITY
		2136 1187 (XXX)	PL 86-643 SEC 235A
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
DUP/EUR DIVISION			
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION
CHIEF OF STATION		0296	D
14. CLASSIFICATION SCHEDULE (GS, LS, etc)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	0136.05	16 6	34623
18. REMARKS			

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. AG CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGER CODE	24. HOURS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
45	10	NUMERIC	ALPHABETIC			MO DA YR 11 11 25	MO DA YR	MO DA YR
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. Continuation - Cancellation Data	33. SECURITY REQ. NO.			
MO DA YR		1. CSC 2. CIA 3. DICA 4. NONE	CODE (G)U(XXX)	TYPE MO DA YR	EOD DATA			
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG-COMP. DATE	38. CAREER CATEGORY	39. PROG./HEALTH INSURANCE	40. SOCIAL SECURITY NO.			
CCOR 0. NONE 1. 5 PT 2. 10 PT	MO DA YR	MO DA YR	SAR RESV PROV. TEMP.	CODE CODE 1. YES 2. NO				
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)			FORM EXECUTED 1. YES 2. NO		FORM EXECUTED 1. YES 2. NO			

SIGNATURE OR OTHER AUTHENTICATION

POSTED

6 29 72

FORM 566

1150  
MAY 11 71

Use Previous Edition

SECRET

MLH

EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

(When Filled In)

1. LAST NAME <b>REINVENT COR</b>		INITIAL(S)		2. APPOINTMENT DATA Entered on duty <b>7/1/72</b>		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years <b>10</b> Months <b>10</b> Days <b>3</b>	
4. DATE AND NATURE OF SEPARATION <b>REINVENT COR EFF 6/30/72</b>				Subject to Sec 203(d), 1931 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on <b>6/30/72</b>		More than 15 years <input type="checkbox"/>	
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)				SUMMARY OF HOME LEAVE (DAYS)			
5. Balance from prior leave year ended <b>1/1/72</b> <b>1972</b>				14. Date arrival abroad for HL purposes <b>6/30/72</b>			
6. Current leave year accrual through <b>6/30/72</b> <b>1972</b>				15. Current balance as of <b>6/30/72</b> <b>39 Days</b>			
7. Total				16. 12 month accrual rate			
8. Reduction in credits, if any (current year)				17. Dates leave used, prior 24 months			
9. Total leave taken				18. Monthly accrual date <b>13 Days</b>			
10. Balance				19. Calendar days credit for next accrual date			
11. Total hours paid in lump sum <b>360 hrs &amp; 2 1/2</b>				20. Date basic service period completed			
12. Salary rate(s) <b>34,623.00</b>				MILITARY LEAVE			
13. Lump sum leave dates From <b>7/1/72</b> to <b>9/5/72</b> <b>1700</b> (Hours)				21. Dates during current calendar yr to			
20. C <b>7-14-72</b> (Date)				22. Dates during preceding calendar yr to			
Per Chief Payroll				ABSENCE WITHOUT PAY			
(Title)				(WOP or AWOL or Purlough Suspension (Hours))			
(Telephone)				23. During leave year in which separated			
				24. During step increase waiting period which began on			
				25. During 12-month HL accrual period (dates)			

Standard Form 1130  
November 1965  
1130-106

**RECORD OF LEAVE DATA TRANSFERRED**

U.S. CIVIL SERVICE COMMISSION  
PPM-SUPPLEMENTS 296-11 AND 990-2

1. LAST NAME <b>REINVENT COR</b>		INITIAL(S)		2. APPOINTMENT DATA Entered on duty <b>7/1/72</b>		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years <b>10</b> Months <b>10</b> Days <b>3</b>	
4. DATE AND NATURE OF SEPARATION <b>REINVENT COR EFF 6/30/72</b>				Subject to Sec 203(d), 1931 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on <b>6/30/72</b>		More than 15 years <input type="checkbox"/>	
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)				SUMMARY OF HOME LEAVE (DAYS)			
5. Balance from prior leave year ended <b>1/1/72</b> <b>1972</b>				14. Date arrival abroad for HL purposes <b>6/30/72</b>			
6. Current leave year accrual through <b>6/30/72</b> <b>1972</b>				15. Current balance as of <b>6/30/72</b> <b>39 Days</b>			
7. Total				16. 12 month accrual rate			
8. Reduction in credits, if any (current year)				17. Dates leave used, prior 24 months			
9. Total leave taken				18. Monthly accrual date <b>13 Days</b>			
10. Balance				19. Calendar days credit for next accrual date			
11. Total hours paid in lump sum <b>360 hrs &amp; 2 1/2</b>				20. Date basic service period completed			
12. Salary rate(s) <b>34,623.00</b>				MILITARY LEAVE			
13. Lump sum leave dates From <b>7/1/72</b> to <b>9/5/72</b> <b>1700</b> (Hours)				21. Dates during current calendar yr to			
20. C <b>7-14-72</b> (Date)				22. Dates during preceding calendar yr to			
Per Chief Payroll				ABSENCE WITHOUT PAY			
(Title)				(WOP or AWOL or Purlough Suspension (Hours))			
(Telephone)				23. During leave year in which separated			
				24. During step increase waiting period which began on			
				25. During 12-month HL accrual period (dates)			

Standard Form 1130  
November 1965  
1130-106

**RECORD OF LEAVE DATA TRANSFERRED**

U.S. CIVIL SERVICE COMMISSION  
PPM-SUPPLEMENTS 296-11 AND 990-2

## SECRET

COVER CONTROL OF RETIREMENT PROCESSING										FILE		
TO: Retirement Operations Branch Office of Personnel										DATE		
RETIREE					CATEGORY OF EMPLOYMENT							
the following action is to be taken on processing retirement documentation for the person named above.												
TYPE RETIREMENT			CIVIL SERVICE			CIARDS			DATE			
COVER		OVERT ROUTINE		COVERT (OFFICIAL COVER) LOCK-UP		COVERT (NDC) SPECIAL		RETENTION OF AWARDS		YES	NO	
CORRESPONDENCE			OVERT			COVERT			THRU CCS			
FINANCES												
ANNUITY PAYMENTS SHOULD BE					U.S. GOV'T. CHECK					OTHER (Payment instructions follow)		
TAX DOCUMENTATION SHOULD BE					C1A					CSC		
REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION					YES					NO		
INTERNAL TRANSFER												
INSURANCE												
FEOLI			OVERT			COVERT			MAINTAIN RECORDS INTERNALLY ONLY			
TYPE OF HOSPITALIZATION CARD:												
AUTHORIZATION TO CONVERT INSURANCE					YES			CONVERSION MUST BE APPROVED BY CCS				
RESERVE												
MEMBER OF CIVILIAN RESERVE					YES			NO			OVERT	COVERT
REMARKS												
CHIEF, COVER SUPPORT BRANCH, CENTRAL COVER STAFF												
THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY												
NO SECURITY OBJECTIONS TO ABOVE.												
OTHER INSTRUCTIONS AS FOLLOWS:												
CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY												

6 30 12

Term

CONFIDENTIAL

OPF

26 JUN 1972

MEMORANDUM FOR:

THROUGH

: Deputy Director for Plans

THROUGH

: Chief, EUR

SUBJECT

: Intelligence Medal of Merit

1. The Honor and Merit Awards Board is pleased to notify you that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

2. The award will be presented to you at a ceremony to be held in the near future. Members of your family, Agency associates, and intimate friends who are aware of your Agency affiliation may attend the ceremony.

3. Invitations to the ceremony will be extended by the Executive Secretary, Honor and Merit Awards Board, Office of Personnel, extension 3645, room 412, Magazine Building. Please send to that office the names and phone numbers of the guests you would like to have invited, and indicate any dates on which you would not be available for such a ceremony.

 Recorder

Honor and Merit Awards Board

Att

## Distribution:

O - Addressee

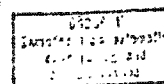
1 - C/EUR

1 - D/Pers -- OPF w/forms 382 &amp; 600

1 - Exec Sec/HMAB

1 - Recorder/HMAB

CONFIDENTIAL



REPORT OF HONOR AND MERIT AWARDS BOARD				Executive Justify		DATE	
				02-7412		6 June 1972	
The Honor and Merit Awards Board having considered a recommendation that:							
OFFICIAL OR ID NO.						SER TYPE EMPLOYEE	
056043						M Staff	
OFFICE OF ASSIGNMENT		SO		SCHEDULE GRADE		STATION	
CS/EUR		D		GS 16			
BE AWARDED							
Intelligence Medal of Merit							
<input type="checkbox"/> FOR HEROIC ACTION ON							
<input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD July 1950 - June 1972							
<input checked="" type="checkbox"/> RECOMMENDS APPROVAL							
<input type="checkbox"/> DOES NOT RECOMMEND APPROVAL							
<input type="checkbox"/> RECOMMENDS AWARD OF							
UNCLASSIFIED CITATION							
<p>             [redacted] is hereby awarded the Intelligence Medal of Merit in recognition of his especially meritorious service throughout his Agency career. Since 1950, he has served with distinction in increasingly responsible operational assignments both at home and abroad. His skill and expertise in accomplishing a variety of delicate and vital tasks attest to his versatility and professionalism. [redacted] outstanding contributions to the mission of the Agency reflect great credit on him and the Federal Service.           </p>							
REMARKS							
(Recommendation approved by ADD/P on 26 May 1972)							
APPROVED				SIGNATURE		1	
Richard Helms DIRECTOR OF CENTRAL INTELLIGENCE 22 JUN 1972 DATE				/s/		BOARD	
				TYPED NAME OF			
				SIGNATURE			
				TYPED NAME OF			

**SECRET**  
(When Filled In)

CPF

RECOMMENDATION FOR HONOR OR MERIT AWARD (Submit in triplicate - see HR 20-37)				
<b>SECTION A PERSONAL DATA</b>				
1. EMP. SER. NO. 056043	2. POSITION TITLE Chief of Station GS-16 D		4. GRADE	5. SD
6. OFFICE OF ASSIGNMENT DDP/EUR	7. OFFICE EXT. (If any)	8. STATION HEADQUARTERS <input checked="" type="checkbox"/> FIELD (Specify location)		
9. HOME ADDRESS (No., St., City, State, ZIP Code)		10. HOME PHONE	11. CITIZENSHIP AND HOW ACQUIRED U.S. by birth	
12. RECOMMENDED AWARD Intelligence Medal of Merit		13. IF REYRING, DATE OF RETIREMENT 30 June 1972	14. POSTHUMOUS YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
15. RELATIONSHIP Wife		17. HOME ADDRESS (No., St., City, State, ZIP Code) Same as Number Nine (9)	18. HOME PHONE	
<b>SECTION B RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF HAZARD</b>				
19. WERE YOU AN EYEWITNESS TO THE ACT? YES <input type="checkbox"/> NO <input type="checkbox"/>				
PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD:				
20. FULL NAME	21. ORGN. TITLE	22. GRADE	23. OFFICE OF ASSIGNMENT	
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT:				
24. FULL NAME	25. AWARD RECOMMENDED			
CONDITIONS UNDER WHICH ACT WAS PERFORMED:				
26. LOCATION	27. INCLUSIVE DATES	28. TIME OF DAY		
29. REVEALING GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED				
30. DATES FOR WHICH AWARD RECOMMENDED		31. ASSIGNMENT COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/>	32. NOW IN SAME OR RELATED ASSIGNMENT YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>SECTION C RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE</b>				
33. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				
34. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE Chief of Station				
35. COMPONENT OR STATION (Designation and loca) DDP/European Division				
36. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION  Direct supervision of the [redacted] consisting of 18 Staff personnel and nine Contract personnel.				
37. INCLUSIVE DATES FOR WHICH RECOMMENDED July 1952 to June 1972		38. ASSIGNMENT COMPLETED X YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	39. NOW IN SAME OR RELATED ASSIGNMENT X YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE:				
40. FULL NAME	41. ORGN. TITLE	42. GRADE	43. OFFICE OF ASSIGNMENT	
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE				
44. FULL NAME	45. TYPE OF AWARD			



**SECRET**  
(When Filled In)

## SECTION D

## NARRATIVE DESCRIPTION

Award for Heroic Action or Acceptance of Hazard: Was act voluntary? Describe why act was outstanding, and if it was more than normally expected. Sign, why, and how. If an aerial or marine operation, describe type and position of craft, crew position of individual, and all unusual circumstances. List the results of the act. Enclose unclassified citation.

Award for Achievement, Service, or Performance: State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C; include dates of assignment and relief.) What did the individual do that merits the award? Why was this outstanding when compared to others of like grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include reference to Fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citation.

[redacted] currently Chief of Station, [redacted] is recommended for the Intelligence Medal of Merit in recognition of his outstanding service of 22 years as a Clandestine Services officer.

For personal reasons [redacted] has elected to retire effective June 1972.

From the beginning of his CS career, [redacted] exceptional abilities were clearly recognized and he received assignments of ever increasing responsibility in the [redacted]

In addition to the full duties as Deputy Chief of an active division, [redacted] continued to carry heavy responsibilities throughout this period in the field of counter intelligence. He was one of

CONTINUED ON ATTACHED SHEET

46. ENCLOSURES (List individually) IF ORIGINATOR IS NOT AN EYEWITNESS OR DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE, ATTACH AFFIDAVITS OF EYEWITNESS OR INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.

1. PROPOSED CITATION

2.

3.

47. RECOMMENDATION INITIATED BY

48. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOM-

49. DATE

15 May 72

## SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION

50. HEAD OF <u>D</u> CAREER SERVICE (Career service of nominee)	TITLE AND SIGNATURE See Item 52	DATE
51. DEPUTY DIRECTOR OF CAREER SERVICE	TITLE AND SIGNATURE See Item 52	DATE
52. DEPUTY DIRECTOR OF OPERATING COMPONENT	TITLE AND SIGNATURE C. W. Meyer Deputy Director for Plans	DATE 26 May 72

**SECRET**

the key officers responsible for the direction and control of some of the most sensitive operations then being conducted by the Clandestine Services. He carried out his responsibilities with skill and discretion, and the ability to stand up under repeated periods of heavy pressure.

In recognition of his excellent service as Deputy Chief SR, [redacted] in March 1967 was assigned as Chief of Station.

[redacted]

[redacted] entire career has been characterized by the consistent excellence of his performance in each assignment of increasing responsibilities that he has undertaken. He is recognized as one of the top Soviet operations specialists in the Clandestine Service and has spent the bulk of his twenty-two year career working in the most sensitive and complex areas of intelligence work. We regret his decision to retire for personal reasons and the loss of his experience and expertise to the Clandestine Service. It is strongly recommended that in recognition of his outstanding service to the Clandestine Service in positions of critical and demanding responsibility [redacted] be awarded the Intelligence Medal of Merit.

[redacted]

SECRET

A 9

retired 6/30/72

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
036043				44 620		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 16	5	\$33,634	05/31/70	GS 16	6	\$34,623	05/28/72		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				20 MAR 72					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS									
FORM 7-66 560 E Use previous editions				PAY CHANGE NOTIFICATION					

1/36  
603

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORGN.	FUNDS	GR+STEP	NEW SALARY
RAGLEY TENNENT H	036043	44	620	CF GS 16 5	\$33,634

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11976 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW  
SALARY

44 575 CF GS 16 5

\$31,841

179

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
						44 575 CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		29082				30087			
GS 16 4		29082	06/02/68	GS 16 5		30087	05/31/70		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGN				DATE					
				27/1/71					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS									
FORM 7-60 560 E Use previous editions		PAY CHANGE NOTIFICATION							

OFFICE OF PERSONNEL  
 179

(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11924 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 26 DECEMBER 1969

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW  
SALARY

44 575 CF GS 16 4

\$29,202

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-701 AND  
DCI MEMORANDUM DATED 1 AUGUST 1954, SALARY IS ADJUSTED AS FOLLOWS:  
EFFECTIVE 16 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GR-STEP	OLD SALARY	NEW GR-STEP	NEW SALARY
				54600	CF 13 1	\$13730	15 1 \$14565

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE  
ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1959

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
				44 550 CF GS 16 4	\$27,549

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND  
EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT  
OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
				44 550 CF GS 16 4	\$23,079	\$23,110

A-9

1. SERIAL NO.		NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
				44 550		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. PL ACTION	
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	SI	ADJ
GS 16	3	\$22,380	06/04/67	GS 16	4	\$23,079	06/02/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				25 May 1968					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> ON PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS				AUDITED BY					
FORM 7-66 560 E Use previous editions				PAY CHANGE NOTIFICATION					

PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206  
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
 AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
	44 550	CF	GS 16 3	\$21,415	\$22,380	

**SECRET**  
(When Filled In)

SF: 30 AUG. 67

NOTIFICATION OF PERSONNEL ACTION											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						08   27   67		REGULAR			
6. FUNDS		7. TO V		8. TO CF		9. Financial Analysis No. Chargeable		10. CSC OR OTHER LEGAL AUTHORITY			
FUND		V TO V		V TO CF		8136 1187 0000		50 USC 403 J			
11. ORGANIZATIONAL DESIGNATION						12. LOCATION OF OFFICIAL STATION					
DDP/EUR FOREIGN FIELD											
13. POSITION TITLE						14. POSITION NUMBER		15. SERVICE DESIGNATION			
ATTACHE CHIEF OF STATION						0296		D			
16. CLASSIFICATION SCHEDULE (GS, LO, etc.)			17. OCCUPATIONAL SERIES			18. GRADE AND STEP		19. SALARY OR RATE			
FSR GS			0136.05			03 2 16 3		16391 21415			
20. REMARKS											
WASH., D.C.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODING		24. STATION CODE	25. INTEGRATE CODE	26. Hdqrs. Code	27. DATE OF BIRTH		28. DATE OF GRADE		29. DATE OF LES
37	10	NUMERIC ALPHABETIC 114550		06543	S	3	MO DA YR 11 11 25		MO DA YR		MO DA YR
30. HIG. EXPIRES		31. SPECIAL REFERENCE		32. RESIDENCE DATA		33. SEPARATION DATA CODE		34. CORRECTION/CANCELLATION DATA		35. SECURITY REQ. NO.	
MO DA YR		1. CSC 2. CIG 3. EIC 4. NONE		CODE		TYPE		MO DA YR		36. SEX	
37. VET. PREFERENCE		38. SERV. COMP. DATE		39. LONG COMP. DATE		40. CAREER CATEGORY		41. FEGLI / HEALTH INSURANCE		42. SOCIAL SECURITY NO.	
CODE		MO DA YR		MO DA YR		EAM DETY PROV TEMP		CODE		43. NO. WAIVER 1. YES 2. NO	
44. PREVIOUS CIVILIAN GOVERNMENT SERVICE		45. LEAVE CAT. CODE		46. FEDERAL TAX DATA		47. STATE TAX DATA		48. FORM EXECUTED		49. NO. YES STATE CODE	
CODE		0. NO. PREVIOUS SERVICE 1. NO. BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)		CODE		FORM EXECUTED 1. YES 2. NO		CODE		NO. YES STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											
FROM: SB											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>            9-5-67 ml         </div>											

**SF**

1150

Use Previous Edition

**SECRET**

**SF**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

1. Serial No.		2. Name		3. Com. Center Number		4. LWOP Hours				
				48 040 CF						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Expire Date	Grade	Step	Salary	Expire Date	PU	LD	ADJ
GS 16	2	120,745	06/05/66	GS 16	3	121,415	06/04/67			
8. Remarks and Authorization										
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY  I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE  SIGNATURE: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 40px; vertical-align: middle;"></span>										

SECRET  
(When Filled In)

RZF: 3 JAN 67

NOTIFICATION OF PERSONNEL ACTION																													
1. NAME OF PERSONNEL ACTION																													
REASSIGNMENT																													
2. EFFECTIVE DATE				3. CATEGORY OF EMPLOYMENT																									
12-30-66				REGULAR																									
4. FUNDS				5. Financial Analysis No. Chargeable				6. CSC OR OTHER LEGAL AUTHORITY																					
V TO V CF TO V X CF TO CF				7134 0573 0000				50 USC 403 J																					
9. ORGANIZATIONAL DESIGNATIONS																													
DDP/SB DIVISION OFFICE OF THE CHIEF																													
10. LOCATION OF OFFICIAL STATION																													
WASH., D.C.																													
11. POSITION TITLE																													
POL OFFICER 2nd SEC OPS OFFICER D DIV CH																													
12. POSITION NUMBER																													
0002																													
13. SERVICE DESIGNATION																													
D																													
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)																													
FSS GS																													
15. OCCUPATIONAL SERIES																													
0136.01																													
16. GRADE AND STEP																													
01 1 16 2																													
17. SALARY OR RATE																													
15841 20745																													
18. REMARKS																													
WASH., D.C.																													
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																													
<table border="1"> <tr> <td>19. ACTION CODE</td> <td>20. EMPLOY CODE</td> <td>21. OFFICE CODING</td> <td>22. STATION CODE</td> <td>23. INTEGREE CODE</td> <td>24. ADJUST CODE</td> <td>25. DATE OF BIRTH</td> <td>26. DATE OF GRADE</td> <td>27. DATE OF LEI</td> </tr> <tr> <td>37</td> <td>10</td> <td>46040 5B</td> <td>75013</td> <td>1</td> <td>1</td> <td>11 11 25</td> <td></td> <td></td> </tr> </table>												19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGREE CODE	24. ADJUST CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI	37	10	46040 5B	75013	1	1	11 11 25		
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGREE CODE	24. ADJUST CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI																					
37	10	46040 5B	75013	1	1	11 11 25																							
<table border="1"> <tr> <td>28. RET. EXP. RES.</td> <td>29. SPECIAL REFERENCE</td> <td>30. RETIREMENT DATA</td> <td>31. SEPARATION DATA CODE</td> <td>32. CORRECTION/CANCELLATION DATA</td> <td>33. SECURITY REQ. NO.</td> <td>34. SEX</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>												28. RET. EXP. RES.	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO.	34. SEX											
28. RET. EXP. RES.	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO.	34. SEX																							
<table border="1"> <tr> <td>35. PFT. PREFERENCE</td> <td>36. SERV. COMP. DATE</td> <td>37. LONG COMP. DATE</td> <td>38. CAREER CATEGORY</td> <td>39. PEST, HEALTH INSURANCE</td> <td>40. SOCIAL SECURITY NO.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>												35. PFT. PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP. DATE	38. CAREER CATEGORY	39. PEST, HEALTH INSURANCE	40. SOCIAL SECURITY NO.												
35. PFT. PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP. DATE	38. CAREER CATEGORY	39. PEST, HEALTH INSURANCE	40. SOCIAL SECURITY NO.																								
<table border="1"> <tr> <td>41. PREVIOUS CIVILIAN GOVERNMENT SERVICE</td> <td>42. LEAVE CAT. CODE</td> <td>43. FEDERAL TAX DATA</td> <td>44. STATE TAX DATA</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>												41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA														
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA																										
SIGNATURE OR OTHER AUTHENTICATION																													
<div style="border: 1px solid black; padding: 5px; display: inline-block;">           POSTED            1-4-67 MS         </div>																													



"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504  
PLACANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI DIRECTIVE DATED 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME SERIAL ORGN. FUNDS GR-STEP OLD SALARY NEW SALARY

48 040 CF GS 16 2 \$20,297 \$20,745

SECRET

(When Filled In)

RZF: 11 JUL 66

NOTIFICATION OF PERSONNEL ACTION

3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM		07-103166		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V X CF TO CF		7134 0573 0000		PL 88-643 SECT. 203	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
DDP/SR		WASH., D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION	
				D	
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
				16	
17. SALARY OR RATE					
18. REMARKS					
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.					

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
		NUMERIC	ALPHABETIC				MO	DA	YR	MO	DA	YR
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.		34. SEX
MO DA YR				1. CSC 2. PICA 3. NONE		DATA CODE		TYPE MO DA YR		EOD DATA		
35. VET PREFERENCE		36. SERV COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.		
CODE		MO DA YR		MO DA YR		CAREER CATEGORY		CODE		CODE		
0 - NONE 1 - 5 PT. 2 - 10 PT.						PROV TEMP		CODE		CODE		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA		
CODE				CODE		FORM EXECUTED				STATE CODE		
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						NO TAX EXEMPTIONS				NO TAX EXEMPT		

SIGNATURE OR OTHER AUTHENTICATION

POSTED

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Low HI Date	Grade	Step	Salary	Effective Date	PS	LS	ADJ
GS 16	1	519.819	06/06/65	GS 16	2	520.277	06/05/66			

NO EXCESS LWOP  
IN PAY STATUS AT END OF WAITING PERIOD  
LWOP STATUS AT END OF WAITING PERIOD  
CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS  
OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE  12 Sept 66

**PAY CHANGE NOTIFICATION**

9 SEPT 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

A. NATURE OF PERSONNEL ACTION				B. EFFECTIVE DATE		C. CATEGORY OF EMPLOYMENT	
REASSIGNMENT				09 09 65		REGULAR	
D. FUNDS		E. TO V		F. TO CF		G. COST CENTER NO. CHARGEABLE	
		CF TO V		CF TO CF		50 USC 403 J	
H. ORGANIZATIONAL DESIGNATIONS				I. LOCATION OF OFFICIAL STATION			
DDP/SR DIVISION OFFICE OF THE CHIEF				WASH., D.C.			
J. POSITION TITLE				K. POSITION NUMBER		L. SERVICE DESIGNATION	
POL OFFICER 2ND SEC OPS OFFICER D DIV CH				0002		D	
M. CLASSIFICATION SCHEDULE (GS, LR, etc.)		N. OCCUPATIONAL SERIES		O. GRADE AND STEP		P. SALARY OR RATE	
FSR GS		0136.01		04 2 16 1		12495 18935	
Q. REMARKS WASH., D.C.							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
R. ACTION CODE		S. OFFICE CODING		T. STATION CODE		U. INTEGRITY CODE	
37		48040 SR		75013		1	
V. DATE OF BIRTH		W. DATE OF GRADE		X. DATE OF LEI		Y. DATE OF LEI	
11 11 25							
Z. DATE OF BIRTH		AA. SPECIAL REFERENCE		AB. RETIREMENT DATA		AC. SEPARATION DATA CODE	
AD. VLT. PREFERENCE		AE. SERV. COMP. DATE		AF. LONG. COMP. DATE		AG. CAREER CATEGORY	
AH. SOCIAL SECURITY NO.		AI. FEDERAL TAX DATA		AJ. STATE TAX DATA		AK. SOCIAL SECURITY NO.	
AL. SIGNATURE OR OTHER AUTHENTICATION		AM. SIGNATURE OR OTHER AUTHENTICATION		AN. SIGNATURE OR OTHER AUTHENTICATION		AO. SIGNATURE OR OTHER AUTHENTICATION	

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GW-STEP	OLD SALARY	NEW SALARY
	48	040	CF	GS 16 1	\$18,935	\$19,619

SECRET  
(When Filled In)

5 JUN65

### NOTIFICATION OF PERSONNEL ACTION

NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
PROMOTION - CORRECTION		06 06 65		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V		5134 0573 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
DDP/SR COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF		WASH., D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION	
POL OFFICER 2nd SEC OPS OFFICER CH		0985		0	
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
FSR GS		0136.01		04 2 16. 1	
17. SALARY OR RATE		18. REMARKS			
12495 18935		THIS ACTION CORRECTS FORM 1150 EFFECTIVE 06/06/65 AS FOLLOWS: TO ADD INTEGRATED INFORMATION. ITEM #11 WHICH READ OPS OFFICER BR CH TO READ OPS OFFICER CH.			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTERGEE CODE	24. HOURS CODE
		NUMERIC ALPHABETIC			
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
MO DA YR	MO DA YR	MO DA YR			
11 11 25					
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO
NO DA YR		1. CSC 2. FICA 3. NONE			
34. VET. PREFERENCE	35. SERV. COMP. DATE	36. LONG COMP. DATE	37. CAREER CATEGORY	38. FEGLI / HEALTH INSURANCE	39. SOCIAL SECURITY NO.
CODE	0. NONE 1. 5 YR 2. 10 YR	NO DA YR	CODE	CODE	
40. PREVIOUS GOVERNMENT SERVICE DATA	41. LEAVE CAT	42. FEDERAL TAX DATA	43. STATE TAX DATA		
CODE	0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	CODE	CODE		
SIGNATURE OR OTHER AUTHENTICATION					
[Signature]					

RZR: 28 MAY 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
OCF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						06   06   65		REGULAR			
6. FUNDS		7. TO V		8. TO CF		7. LOSS CENTER NO. CHARGEABLE		8. CXC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5134 0573 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/SR						WASH., D.C.					
11. POSITION/TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER BR CH						0985		0			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0135.01		16 1		18935			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRITY CODE	24. HQ/UNIT CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
22	10	NUMERIC 48200	ALPHABETIC SR	75013		1	11   11   25		06   06   65		06   06   65
28. HTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
NO DA YR				1. CSC 2. FICA 3. NOAE				TYPE NO. DA YR		34. SEX	
								EOD DATA			
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE 0 - NOAE 1 - 8 PT 2 - 10 PT		NO DA YR		NO DA YR		CAR H/V PROV TEMP		CODE CODE 0 - WAIVER 1 - YES		HEALTH INS CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. REATE CAT		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 1 YRS) 3 - BREAK IN SERVICE (MORE THAN 1 YRS)				CODE		CODE NO. TAX EXEMPTIONS		FORM EXECUTED 1 - YES 2 - NO		CODE NO. TAX EXEMPT. STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto;"></div> <div style="position: absolute; right: 0; bottom: 0; border: 2px solid black; padding: 5px; transform: rotate(-5deg);"> <b>POSTED</b>          JUN 6/9/65       </div>											

FORM 11-62 1150

Use Previous Edition

SECRET

 GROUP 1  
 Excluded from automatic  
 downgrading and  
 declassification

(When Filled In)

**SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.**

[illegible]

				48 200 CF						
5 OLD SALARY RATE				6 NEW SALARY RATE				7 TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
		11630				11600				
GS 15 2		310780	09/15/63	GS 15 3		310760	09/13/64			
8 Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE				DATE 15/7/64						
PAY CHANGE NOTIFICATION										

Form 844

Obsolete Previous

 SECRET  
 (When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
ADPD 04/23/64			
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
REASSIGNMENT		04 12 64	
5. CATEGORY OF EMPLOYMENT		7. COST (ENTER NO. CHARGEABLE)	
A FUNDS		4134 1000 1000	
9. ORGANIZATIONAL DESIGNATIONS		8. CSE OR OTHER LEGAL AUTHORITY	
BDP/SR DIVISION DDP SR CI GR OFF OF THE CH		WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
GPS OFFICER BR CH		0985	
13. CAREER SERVICE DESIGNATION		17. SALARY OR RATE	
D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES	
SS		0136.01	
16. GRADE AND STEP		19	
18. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			
POSTED 27 APR			

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI  
MEMORANDUM DATED 1 AUGUST 1956; SALARY IS ADJUSTED AS FOLLOWS,  
EFFECTIVE 5 JANUARY 1964.

NAMES SERIAL ORGN FUNDS GR-ST OLD SALARY NEW SALARY  
48 080 CF GS 13 2 \$15,045 \$16,180

LLG: 31 OCT. 62

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
ODF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						NO. DA. YR. 10 31 62		REGULAR			
6. FUNDS						7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
<div> <div>V TO V</div> <div>CF TO V</div> <div>V TO CF</div> <div>CF TO CF</div> </div>						3134 1000 1000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP SR CHIEF, OPERATIONS AND PLANS COUNTERINTELLIGENCE BRANCH OFFICE OF THE CHIEF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER BR CH						0578		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS				0136.01		05 0 15 1		9620 14565			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTERGRADE CODE	24. MOBILE CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	NUMERIC	ALPHABETIC	75013	1	1	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.		
28. HTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	
MO. DA. YR.				1 - CSC 2 - PICA 3 - NONE		TYPE		MO. DA. YR.		EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
1 - NONE 2 - 5 PY 3 - 10 PY						1 - YES 2 - NO		1 - YES 2 - NO		HEALTH INS CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE				CODE		FORM EXECUTED				FORM EXECUTED	
1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 3 YRS) 4 - BREAK IN SERVICE (MORE THAN 3 YRS)				1 - YES 2 - NO		NO TAX EXEMPTIONS				NO TAX EXEMPT.	
SIGNATURE OR OTHER AUTHENTICATION											
<div> <div>POSTED</div> <div>MO. 11-7-67</div> </div>											

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Low (E) Date	Grade	Step	Salary	(Marking Date)	PSJ	LSJ	ADJ
68 15 1		314,965	09/10/67	68 15 2		315,045	09/15/67			

8. Remarks and Authorization

/ / NO EXCESS LWOP  
 / / IN PAY STATUS AT END OF WAITING PERIOD 00 0  
 / / LWOP STATUS AT END OF WAITING PERIOD  
 CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE \_\_\_\_\_ DATE 9/18/67

PAY CHANGE NOTIFICATION MAH

Form 560

Obsolete Previous Edition

(4-61)

ARM: 14 SEPT 62

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
ODF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						09 16 62		REGULAR			
6. FUNDS		7. TO V		8. TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		3139 9600 1065		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP EE											
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER						1586		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS				0136.01		05 0 15 1		9055 13730			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODES		22. STATUS CODE		23. INTEGREE CODE		24. HOURS CODE	
22 10		54600 EE		69007		1		3		11 11 25	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF LEI	
11 11 25		09 16 62		09 16 62		11 11 25		09 16 62		09 16 62	
31. NTE EXPIRES		32. SPECIAL REFERENCE		33. RETIREMENT DATA		34. SEPARATION DATA CODE		35. CORRECTION/CANCELLATION DATA		36. SECURITY REG. NO.	
NO. DA YR		80		CODE		TYPE		NO. DA YR		37. SEC	
								EOD DATA			
38. VET. REFERENCE		39. SERV. COMP. DATE		40. LONG. COMP. DATE		41. CAREER CATEGORY		42. FEGLI / HEALTH INSURANCE		43. SOCIAL SECURITY NO.	
CODE		NO. DA YR		NO. DA YR		CODE		CODE		CODE	
0 - NONE 1 - 5 PT 2 - 10 PT						LPR BSL PROV TEMP		0 - WAIVER 1 - YES		HEALTH INS. CODE	
44. PREVIOUS GOVERNMENT SERVICE DATA				45. LEAVE CAT.				46. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)				FORM EXECUTED: 1 - YES 2 - NO				FORM EXECUTED: 1 - YES 2 - NO			
				NO TAX EXEMPTIONS				FORM EXECUTED: 1 - YES 2 - NO			
				CODE				CODE			
				NO TAX EXEMPTIONS				CODE			
				CODE				CODE			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;">           10.52            201862         </div>											

Form 1150

Use Previous Edition

SECRET

SECRET  
(When Filled In)

(4-61)



DDP/EE 52 UV				7. TYPE ACTION			
OLD SALARY RATE				NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
14	2	\$12,470	12/13/59	14	3	\$12,730	06/11/61
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD							

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD NAME SERIAL ORGN GR-ST OLD SALARY NEW SALARY

52 27 GS-14 2 \$11,595 \$12,470

/S/

DIRECTOR OF PERSONNEL

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO.				2. NAME				3. ASSIGNED ORGN.				4. FUNDS				5. ALLOTMENT			
								DDP/EE 52				UV							
6. OLD SALARY RATE								7. NEW SALARY RATE											
GRADE		STEP		SALARY		LAST EFFECTIVE DATE		GRADE		STEP		SALARY		EFFECTIVE DATE					
GS 14		1		\$11,355		06-15-59		GS 14		2		\$11,595		12-13-59					
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER																			
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP								9. NUMBER OF HOURS LWOP											
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD								10. INITIALS OF CLERK											
								11. AUDITED BY											
TO BE COMPLETED BY THE OFFICE OF PERSONNEL																			
12. TYPE OF ACTION <input type="checkbox"/> P.S.I. <input type="checkbox"/> L.S.I. <input type="checkbox"/> PAY ADJUSTMENT								13. REMARKS 161											
14. AUTHENTICATION																			
C. M. STEWART																			
PAY CHANGE NOTIFICATION																			

IN LIEU OF FORM 1150 THIS NOTIFICATION EFFECTS RESLOTTING RESULTING  
FROM R-20-250

SER #	NAME	SD	OLD SLOT	NEW SLOT	DATE
		DI	1585	1586	05/01/59

SECRET

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE  
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI  
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
		GS-14-1	\$10,320	\$11,355

737 DIRECTOR OF PERSONNEL

SECRET

**SECRET**  
(When Filled In)

MCM 13 JUNE 58															<b>NOTIFICATION OF PERSONNEL ACTION</b>														
										4. Vet. Prof.		5. Sex		6. GS-ECG															
										None-0 5 Pt-1 10 Pt-2		Code		Mo. Da. Yr.															
										1		M 1		07 24 50															
7. SCD			8. CSC Retire.			9. CSC Or Other Legal Authority			10. Appt. Affidav.			11. FEGLI			12. LCD			13. <del>Other</del>											
Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.											
04 08 47			1			50 USCA 403			Mo. Da. Yr.			07 24 50			2														

**PREVIOUS ASSIGNMENT**

14. Organizational Designations										Code		15. Location Of Official Station										Station Code	
DDP EE																							
OFFICE OF THE CHIEF																							
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.			20. Occas. Series											
Dept - 1 USfld - 3 Frqn - 5			Code POL OFF 2ND SECTY AREA OPS OFF			1585			FSR GS			0136.01											
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade			25. Pay Due			26. Appropriation Number								
06 13 2			\$ 7100 9205			DI			Mo. Da. Yr.			Mo. Da. Yr.			8 3160 55 065								

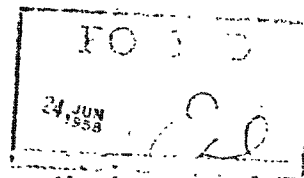
**ACTION**

27. Nature Of Action										Code		28. Eff. Date			29. Type Of Employee			Code		30. Separation Data	
PROMOTION										30		06 15 58			REGULAR			OM			

**PRESENT ASSIGNMENT**

31. Organizational Designations										Code		32. Location Of Official Station										Station Code	
DDP EE												5288										9007	
OFFICE OF THE CHIEF																							
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.			37. Occas. Series											
Dept - 1 USfld - 3 Frqn - 5			Code POL OFF 2ND SECTY AREA OPS OFF			1585			FSR GS			0136.01											
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade			42. Pay Due			43. Appropriation Number								
06 14 1			\$ 7100 10320			DI			Mo. Da. Yr.			Mo. Da. Yr.			8 3160 55 065								

44. Remarks



**SECRET**  
(WHEN FILLED IN)

5128

						3. ASSIGNED ORGAN		4. FUNDS		5. ALLOTMENT	
						DDP/EE 22		UV			
6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA	YR.				MO.	DA	YR.
GS 13	1	\$ 8,990				GS 13	2	\$ 9,205	05	04	58
REMARKS											
<b>CERTIFICATION</b>											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED OR PRINTED NAME OF SUPERVISOR			DATE			SIGNATURE OF					
C/EEIR			10 Apr '58			[Signature]					
<b>PERIODIC STEP INCREASE - CERTIFICATION</b>											

FORM NO. 560  
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)

**SECRET**  
(When Filled In)

### NOTIFICATION OF PERSONNEL ACTION

ARE: 7 MAR 1958

										4. Vac. Post.		5. Sex		6. CS - EOD						
										Name		Code		Mo.		Dy.		Yr.		
										5 MAR 10 1958		1		M		1		07 24 50		
7. SCD			8. CSC Recd.			9. CSC Or Other Legal Authority			10. Appt. A/R Date			11. SSN			12. LCD			13. EOD		
Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.
04	08	47	No - 2	1					No - 2			07	24	50	No - 2	2				

#### PREVIOUS ASSIGNMENT

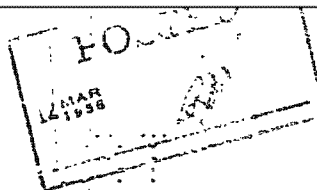
14. Organizational Designation				Code		15. Location Of Official Station				Station Code	
DDP EE										69007	
OFFICE OF THE CHIEF				5288							
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. - 1	Code	AREA OPS OFF		1585		GS		0136.01			
USStd - 3											
Fragn - 5	5										
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. Pst Due		26. Appropriation Number	
13 1		\$ 8990		DI		Mo. Da. Yr.		Mo. Da. Yr.		8 3160 55 065	
						11 04 56		05 04 58			

#### ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
				Mo. Da. Yr.						04	

#### PRESENT ASSIGNMENT

31. Organizational Designation				Code		32. Location Of Official Station				Station Code	
DDP EE										69007	
OFFICE OF THE CHIEF				5288							
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. - 1	Code	POL OFF 2ND SECTY		1585		FSR		0136.01			
USStd - 3											
Fragn - 5	5	AREA OPS OFF									
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. Pst Due		43. Appropriation Number	
06		\$ 7100		DI		Mo. Da. Yr.		Mo. Da. Yr.		8 3160 55 065	
12 1		8990				11 04 56		05 04 58			



**SECRET**  
(When Filled In)

### NOTIFICATION OF PERSONNEL ACTION

MCO

										4. Vet. Pref.		5. Sex		6. CS-EOD				
										None-0 5 Pt-1 10 Pt-2		Code 1		M		1		
														Mo. Da. Yr.				
														07 24 50				
7. SCD			8. CSC Retml.			9. CSC Or Other Legal Authority			10. Appl. Adv.			11. FEGLI		12. LCB		13. Spec. Yes		
Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.			Yes-1 No-2		Code		Mo. Da. Yr.		
04 08 47			1			50 USCA 403 J						1		07 24 50		2		

### PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP EE						WASH. D. C.					
FI OPERATIONS SECTION											
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept - 1 USMld - 3 Prgh - 5		Code		1.0. (FI)		0118		GS		0136.51	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
13 1		\$ 8990		01		Mo. Da. Yr.		Mo. Da. Yr.		8 3100 20	

### ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT (TRANSFER TO UNVOUCHERED FUNDS)		05		12 15 57		REGULAR		01			

### PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP EE										69007	
OFFICE OF THE CHIEF				5288							
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept - 1 USMld - 3 Prgh - 5		5 AREA OPS OFF		1505		GS		0136.01			
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
13 1		\$ 8990		01		11 10 56		05 10 56		8 3160 55 065	

44. Remarks

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

**POSTED**

26 DEC  
1957

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

are

		3. JOURNAL OR ACTION NO.		4. DATE 10 May 1957	
This is to notify you of the following action affecting your employment:					
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>REASSIGNMENT</b>		6. EFFECTIVE DATE 3 May 1957		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 403 j	
FROM		TO			
<b>I.O. (CI) BO-216</b> <b>GS-0136-53-13 \$8990.00 per annum</b>  <b>CE Section</b>		<b>B. POSITION TITLE</b>  <b>9. SERVICE, SERIES, GRADE, SALARY</b>  <b>10. ORGANIZATIONAL DESIGNATIONS</b> <b>527310</b>  <b>11. HEADQUARTERS</b> <b>2</b>  <b>12. FIELD OR DEPT'L</b>  <b>Washington, D. C.</b>		<b>I.O. (VI) BO-118-13</b> <b>GS-0136-51-13 \$8990.00 per annum</b>  <b>DDP/EE</b>  <b>VI Operations Section</b>	
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL			
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION			
NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 5 PT <input type="checkbox"/> 10 POINT <input type="checkbox"/> 15 SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F		NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>8D-DI</b>			
16. APPROPRIATION		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)		18. DATE OF APPOINTMENT AFFIDAVITS (EXCLUSIONS ONLY)	
FROM: <b>7-3100-20</b> TO: <b>750-13</b> <b>Some</b>		Yes		19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
20. REMARKS:					
3 BOB 07/24/50  <div style="transform: rotate(-30deg); border: 1px solid black; padding: 5px; display: inline-block;">           POSTED            5/17/57            WFN         </div>					
ENTRANCE PERFORMANCE RATING:					
Director of Personnel					

4. PERSONNEL FOLDER COPY

77 5/10/57

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

ARO

		1. JOURNAL OR ACTION NO.		4. DATE	
				2 November 56	
This is to notify you of the following action affecting your employment:					
3. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
PROMOTION		30		4 May 1956	
FROM		TO			
BO-216-12		8. POSITION TITLE		I, O. (CI) BO-216	
GS-0136.53-12 \$7705.00 per annum		9. SERVICE CLASS GRADE, SALARY		GS-0136.53-13 \$8990.00 per annum	
		10. ORGANIZATIONAL DESIGNATIONS		DDP/EE	
		52130		CE Section	
		11. HEADQUARTERS		Washington, D. C.	
		2			
12. FIELD OR DEPT.		FIELD		X DEPARTMENTAL	
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION			
NONE WWII OTHER S-PT 10 POINT		NEW VICE I. A. REAL			
X		6D-DI			
15. SEX		16. APPROPRIATION		17. DATE OF APPOINTMENT	
M		FROM: 7-3100-20		18. LEGAL RESIDENCY	
		TO: Same		CLAIMED PROVED	
		750-13		STATE:	
20. REMARKS.					
<p>This also corrects Item #1, First Name, on SF-52 effective 28 Feb 1954 and SF-52 effective 20 Sep 1954; also, SF-50 effective 20 May 1956 which read [ ] to read [ ]</p> <p>3 and 07/24/50</p>					
<p>ENTRANCE PERFORMANCE RATING:</p> <p>Director of Personnel</p>					

4. PERSONNEL FOLDER COPY



CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION 1v1

		3. JOURNAL OR ACTION NO.	4. DATE 11 May 1956
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment		6. EFFECTIVE DATE 20 May 1956	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 U.S.C. 403 j
FROM		TO	
Area Ops. Off. BGF-857 GS-0136.01-12 \$7785.00 per annum DDP/ES Austrian Station Operations Staff  Vienna, Austria		I. O. (CI) BO-216-12 GS-0136.53-12 \$7785.00 per annum DDP/ES CS Section  Washington, D. C.	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT <input checked="" type="checkbox"/> 10-POINT BETTER <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD/DI	
15. SEX M	16. APPROPRIATION -490M: 6-3110-55-016 TO: 6-3100-20 750-13	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) STATE: Calif.
19. REMARKS: 3 EOD Transfer TO Vouchered funds FROM Unvouchered funds.  CONFIDENTIAL			
ENTRANCE PERFORMANCE RATING: Director of Personnel			

4. PERSONNEL FOLDER COPY

Rm 5/14/56

## PERIODIC STEP INCREASE CERTIFICATION

CONFIDENTIAL  
(When Filled In)

U. S. GOVERNMENT PRINTING OFFICE: 1954-220089

1. Agency and organizational designations										2. Payroll period		3. Check No. UV		4. Slip No.	
										5. Grade and salary GS- 12 \$7570.00					
PAYROLL CHANGE DATA															
	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	GROUP LIFE INS.				NET PA.	
7. Previous normal															
8. New normal															
9. Pay file period															
10. Remarks										11. Appropriations ER/AS 3		12. Prepared by JFJ 6 FEB 56		13. Auth'd by JFJ 20 FEB 56	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase															
14. Effective date 25 MAR 56	15. Date last equivalent increase 26 SEP 54	16. Old salary rate \$7570.00	17. New salary rate \$7785.00	18. <del>XXXXXXXXXXXXXXXXXXXX</del> SERVICE AND CONDUCT ALL SATISFACTORY (Signature or other authentication) <i>JFJ</i>											
19. LWOP data (fill in appropriate spaces covering LWOP during following periods) <input type="checkbox"/> No excess LWOP. Total excess LWOP _____															
(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.															
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. October 25, 1954, General Regulations No. 107															

PAYROLL CHANGE SLIP — PERSONNEL COPY

STANDARD FORM 52  
FORM DATED BY THE  
U. S. CIVIL SERVICE COMMISSION  
25 JANUARY 1954 - FEDERAL PERSONNEL  
MANUAL, CHAPTER 10

SECRET

UNVOUCHERED

744 778  
9/21/54  
Sam

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Promotion</b>		4. REQUEST NO.	4. DATE OF REQUEST <b>19 Aug 54</b>
B. POSITION (Specify whether establish, change grade or title, etc.)		6. EFFECTIVE DATE A. PROPOSED: <b>ASAP</b>	7. C. S. OR OTHER LEGAL AUTHORITY
		8. APPROVED: <b>SEP 26 1954</b>	

FROM— <b>Ops Off. (CE) BG(F) 869-11 OS-0136.52-11 \$5940.00 DDP/EE Austria Mission Vienna, Austria</b>	9. POSITION TITLE AND NUMBER  10. SERVICE GRADE AND SALARY  11. ORGANIZATIONAL DESIGNATION  12. HEADQUARTERS	TO— <b>Area Ops. Off. BG(F) 857 OS-0136.01-12 \$7040.00 DDP/EE Austrian Mission Operations Staff Vienna, Austria</b>
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)  
**PURSUANT TO DCI DIRECTIVE  
EFFECTIVE 10 MAR. 1955**  
**PERIODIC STEP INCREASE DUE 24 Oct 54**  
**TO SALARY \$ 6140**

B. 1. NAME (Last, first, middle initial) <b>[Redacted]</b>		C. REQUEST BY 1. NAME (Last, first, middle initial) <b>[Redacted]</b>	
2. TELEPHONE (extension) <b>3884</b>		3. SIGNATURE <b>[Redacted]</b>	
4. TITLE <b>FILED</b>		5. POSITION CLASSIFICATION ACTION <b>FILED</b>	
13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/>	
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-3110-55-016</b> TO: <b>Same</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>
19. DATE OF APPOINT- MENT AFFIDAVIT'S (ACCESSION ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED STATE: <b>Calif.</b>	

21. STANDARD FORM 50 REMARKS  
  
**APPROVED BY  
FT CARER SERVICE BOARD**  
**DATE: 16 Sept 54**

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL OR POS. CONTROL	<b>RK</b>	<b>9/1/54</b>	
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.		<b>16 Sept 54</b>	
E.			
F. APPROVED	<b>SECRET</b> <b>16 Sept 54</b>		

POSTED  
9/21/54  
RKA

AM 52  
ONE  
OF  
C2 CATEGORY  
PERSONNEL, PERSONNEL  
FOR IN

SECRET

UNFOUCCHEED

## REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST
			25 Feb. 54
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		6. EFFECTIVE DATE A. PROPOSED:	7. C.S. OR OTHER LEGAL AUTHORITY
Reassignment		28 Feb; 1954	
8. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: FEB 28 1954	
FROM—	9. POSITION TITLE AND NUMBER	TO—	
Intelligence Off. (CI) BG(F)S6-11 GS-132-11 \$5940.00		Ops Officer (CZ) BG(F)-869-11 GS-0136.52-11 \$5940.00	
DDP/EE Austrian Mission C2 Section Vienna, Austria	10. SERVICE GRADE AND SALARY	DDP/EE Austria Mission	
	11. ORGANIZATIONAL DESIGNATIONS		
	12. HEADQUARTERS	Vienna, Austria	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	
A. REMARKS (Use reverse if necessary)			
13. VETERAN PREFERENCE		D. REQUEST APPROVED BY	
NONE WWII OTHER: S-PT. 10-POINT COSAB. OTHER		Signature:	
3882 11b		Title:	
14. POSITION CLASSIFICATION ACTION		CD-FI	
NEW VICE I. A. REAL			
15. SEX	16. RACE	17. APPLICATION	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO)
W	W	FROM: 4-3110-55-016 TO: 4-3110-55-016	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)
20. LEGAL RESIDENCE		21. STANDARD FORM 55 REMARKS	
<input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		POSTED	
22. CLEARANCES		REMARKS:	
A.	INITIAL OR SIGNATURE	DATE	
B. CELL OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR EMPL			
E.			
F. APPROVED BY			

STANDARD FORM 52  
FORM DATED BY THE  
U. S. CIVIL SERVICE COMMISSION  
ANNUAL REPORT - PERSONNEL RECORDS  
SERIAL, CHAPTER 2

## REQUEST FOR PERSONNEL ACTION

UNFOURNISHED

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. DATE OF BIRTH	2. REQUEST NO.	3. DATE OF REQUEST 3/19/53
4. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion	5. EFFECTIVE DATE A. PROPOSED	6. C. S. OR OTHER LEGAL AUTHORITY
7. POSITION (Specify whether establish, change grade or title, etc.)	8. APPROVED: APR 26 1953	

FROM— Intelligence Officer GS-132-9 \$8,000 p/a DDP EE Operations Section Vienna, Austria	9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS 13. FIELD OR DEPARTMENTAL	TO— Intelligence Off-(Counterintel) ID (F) GS-11 GS-132-11 \$8,040 p/a DDP/EE Austrian Mission CE Section Vienna, Austria
---	--	--

14. REMARKS (Use reverse if necessary)

15. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

16. SIGNATURE  
17. TITLE  
F1/PD

18. VETERAN PREFERENCE MORE WHEN OTHER B.P.T. 19. POINT DISAB OTHER	20. POSITION CLASSIFICATION ACTION NEW VICE L.A. REAL
--	--

21. SEX 12. RACE	22. APPROPRIATION FROM: 3100-55-016 TO: 3100-55-016	23. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	24. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)	25. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED
---------------------	---	--	--	--

26. STANDARD FORM 50 REMARKS

27. CLEARANCES A. B. CEIL. OR POS. CONTROL C. CLASSIFICATION D. PLACEMENT OR ENPL E.	28. INITIAL OR SIGNATURE	29. DATE	30. REMARKS:
---	--------------------------	----------	--------------

31. APPROVED BY

32. CONFIRMATION  
4/26/53

STANDARD FORM 52  
PREPARED BY THE  
U. S. GPO, BUREAU OF PERSONNEL  
JANUARY 1953—GENERAL INFORMATION  
BUREAU, OFFICE 21

UNVOUCHERED

# REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST 6 Dec. 1952
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Conversion		5. EFFECTIVE DATE A. PROPOSED 808 6 Dec. 52	7. C.S. OR OTHER LEGAL AUTHORITY
6. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: <i>W. H. H. H.</i>	

FROM— Assistant Attache Intell. Officer (Ops.) FSS-9 \$4290 p/a OS-9 \$5310. OSO FDM Operations Section Vienna, Austria	9. POSITION NAME AND NUMBER	TO— Intelligence Officer GS-9 \$5310. DDP EE Operations Section Vienna, Austria
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	10. SERVICE CODE AND SALARY	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL
11. ORGANIZATIONAL DESIGNATION		12. FIELD OR DEPARTMENTAL
13. HEADQUARTERS		

14. REMARKS (Use reverse if necessary)

15. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

16. VETERAN PREFERENCE		17. POSITION CLASSIFICATION ACTION	
NONE	WWII OTHER SPT. DISAB. OTHER	NEW	WCS I. A. REAL

18. SEX	19. RACE	20. APPROPRIATE FROM TO	21. SUBJECT TO C.S. REQUIREMENT ACT (YES-NO)	22. DATE OF APPOINTMENT AFFIDAVITS (ACCESSORS ONLY)	23. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE
---------	----------	-------------------------	--	---	--

24. STANDARD FORM 50 REMARKS

25. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			
F. APPROVED BY			

1. Agency and organizational designations <b>CENTRAL INTELLIGENCE AGENCY</b>				2. Pay roll		3. Block No. <b>UT</b>	
				4. Grade and salary <b>GS-9 8505</b>			
<b>PAY ROLL CHANGE DATA</b>							
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	NET PAY
7. Previous normal							
8. New normal							
9. Pay this period							
10. Remarks				11. Appropriation(s)		12. Prepared by	
						12. Audited by	
<input checked="" type="checkbox"/> Periodic step increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step increase							
14. Effective date	15. Date last established	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.			
<b>1 Aug 52</b>	<b>1 Mar 51</b>	<b>8505</b>	<b>8510</b>				
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods):				(Signature or other authentication)			
<input type="checkbox"/> No excess LWOP. Total excess LWOP							

STANDARD FORM NO. 11260-1  
 Form prescribed by Comp. Gen. U. S.  
 Nov. 6, 1950; General Regulation No. 103

SECRET

SECURITY INFORMATION

## CONFIDENTIAL FUNDS PERSONNEL ACTION

		12 December 1951	
NATURE OF ACTION <b>Reassignment</b>		EFFECTIVE DATE 23 December 1951	
TITLE	FROM <i>Asst. Attache (Political Off.)</i> Intell. Officer	TO <i>Asst. Attache</i> Intell. Officer (Ops) <i>sl-9</i>	
GRADE AND SALARY	FS-9, \$4290 GS-9, \$3165	FS-9, \$4290 GS-9, \$3165	
OFFICE	OSO	OSO	
DIVISION	FIN	FIN	
BRANCH	External Section "A"	Operations Section External Section "A"	
OFFICIAL STATION	Vienna, Austria	Vienna, Austria (3110-00)	
QUALIFICATIONS		APPROVAL	
FOR ASSISTANT DIRECTOR		EXECUTIVE	
CLASSIFICATION	PER	1951	
18 Nov.	594	1951	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH		YES <input type="checkbox"/> NO <input type="checkbox"/>	
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____			
SECURITY CLEARED ON _____			
OVERSEAS AGREEMENT SIGNED _____			
ENTERED ON DUTY _____			
REMARKS:		SIGNATURE OF AUTHENTICATING OFFICER	
From Slot No. 9 to Slot No. 8 replacing Young		182	
CONFIDENTIAL FUNDS BRANCH			

SECURITY INFORMATION

SECRET



SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NATURE OF ACTION		DATE
Periodic Pay Increase		22 August 1951
		EFFECTIVE DATE
		5 August 1951
	FROM	TO
TITLE	Asst. Attache (Political Off) Intelligence Officer	Asst. Attache (Political Off) Intelligence Officer
GRADE AND SALARY	FSB-9 \$4290.00 GS-2 \$4600.00	FSB-9 \$4290.00 GS-2 \$4725.00
OFFICE	OSO	OSO
DIVISION	FIN	FIN
BRANCH	External Section "A"	External Section "A"
OFFICIAL STATION	Vienna	Vienna
APPROVAL		
QUALIFICATIONS	FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO		
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
(SIGNATURE OF AUTHENTICATING OFFICER)		
REMARKS:		
L.S.I. 24 July 1950 PURSUANT TO DCI DIRECTIVE EFFECTIVE 24 OCT. 1951 SALARY ADJUSTED TO \$ 5185.00 This is to certify that the conduct and services of the employee during this period have been satisfactory in all respects. Difference between Dept of State salary and CIA salary to be paid by CIA.		
COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH Division Chief		

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
NATURE OF ACTION <b>Integration</b>		DATE <b>23 May 1951</b>
		EFFECTIVE DATE <b>25 May 1951</b>
	FROM	TO
TITLE	<b>Intelligence Officer (Ops) GS-9</b>	<b>FSS-9 Asst. Attache (Political Offr.)</b>
GRADE AND SALARY	<b>GS-9 \$4,600.00</b>	<b>FSS-9 \$4,290.00</b>
OFFICE	<b>OSO</b>	<b>OSO</b>
DIVISION	<b>FIN</b>	<b>FIN</b>
BRANCH	<b>External Section "A"</b>	<b>External Section "A"</b>
OFFICIAL STATION	<b>Vienna</b>	<b>Vienna</b>
APPROVAL		
CLASSIFICATION	FOR ASSISTANT DIRECTOR	EXECUTIVE
	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <span style="float: right;"> <input type="checkbox"/> YES    <input type="checkbox"/> NO         </span>		
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
(SIGNATURE OF AUTHENTICATING OFFICER)		
REMARKS:  * Subject integrated into the Department of State as FSS-9, with a salary of \$4,290.00. Subject is to be paid the difference between CIA salary of \$4,600.00 and salary of \$4,290.00 to be paid by the Department of State and allowances in accordance therewith.  Subject is due a lump sum payment for annual leave to be paid up to 24 May 1951.		

POSTED

*Jim 25 May*

 COPY IN PAYROLL FILED  
 CONFIDENTIAL FUNDS BRANCH

SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE	4 April 1951
NATURE OF ACTION		EFFECTIVE DATE	
Transfer		15 April 1951	
	FROM	TO	
TITLE	Intelligence Officer (Ops) GS-9	Intelligence Off. (Ops) GS-9	
GRADE AND SALARY	GS-9 \$1400.00	GS-9 \$1400.00	
OFFICE	OSO	OSO	
DIVISION	FIM/BAD	FIM	
BRANCH	I.O. Branch - FOS	External Section "A"	
OFFICIAL STATION	Karlsruhe	Vienna	
QUALIFICATIONS		APPROVAL	
		FOR ASSISTANT DIRECTOR	
		EXECUTIVE	
		PERSONNEL OFFICER	
		YES NO	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS			
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON			
SECURITY CLEARED ON			
OVERSEAS AGREEMENT SIGNED			
ENTERED ON DUTY			
SIGNATURE OF AUTHENTICATING OFFICER			
REMARKS:			
Slot 6. <i>Concurrence date</i> <i>11 April 1951</i> <i>W. F. Osborne / hdk</i> <i>OK</i> <i>5 Apr 51</i>			

SECRET

SECRET

# CONFIDENTIAL FUNDS PERSONNEL ACTION

DATE 13 December 1950

NATURE OF ACTION  
Intra Agency Transfer

EFFECTIVE DATE  
7 January 1951

	FROM	TO
TITLE	Intell. Officer GS-9	Intell. Officer (Ops) GS-9
GRADE AND SALARY	GS-9 \$4600.00	GS-9 \$4600.00
OFFICE	Advisory Council	OSO
DIVISION	Office of Chief	FDE/DAD
BRANCH		Intell. Operations Branch
OFFICIAL STATION	Washington, D.C.	Karlsruhe

QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR	EXECUTIVE

CLASSIFICATION / 44450 - 60 PERSONNEL OFFICER	

POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES NO

PATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON

SECURITY CLEARED ON

OVERSEAS AGREEMENT SIGNED

ENTERED ON DUTY

CONFIDENTIAL FUNDS BRANCH  
INITIALS

SIGNATURE OF AUTHENTICATING OFFICER

REMARKS:  
S-53  
Employee is replacement for  
Concurrence 12/26/50  
13/1/51 12/15/50

SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 15 November 1950
NATURE OF ACTION Promotion		EFFECTIVE DATE
	FROM	TO
TITLE		Intelligence Officer (Ops)
GRADE AND SALARY		GS-9 \$1600.00
OFFICE		OSO
DIVISION		7-1/1AD
BRANCH		I O Branch - P. O. S.
OFFICIAL STATION		WFO
QUALIFICATIONS	APPROVAL:	
	FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
SIGNATURE OF AUTHENTICATING OFFICER _____		
REMARKS:		
<p>Plot - 53</p> <p>Please transfer leave from V funds. SECURITY STAFF</p> <p>Replacement for [redacted]</p> <p>DATE <u>Dec 6-50</u></p> <p>CONCUR FOR THE CHIEF OF INSPECTION AND</p> <p>CHIEF, SPECIAL SECURITY BRANCH</p> <p>This party prior to departure should report to the Advisory Council for debriefing</p>		

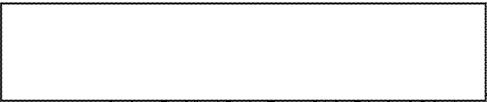
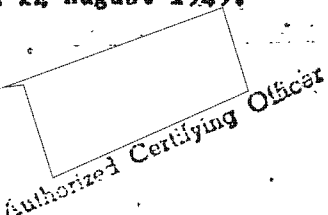
FORM NO. 97-2  
NOV 1949

SECRET

GPO 83-900339

SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

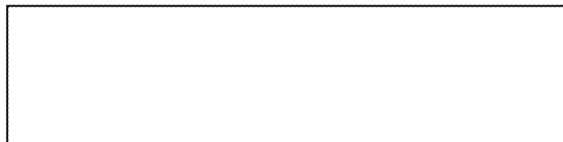
NAME		DATE	
		24 August 1949	
		EFFECTIVE DATE	
		24 July 1950	
		FROM	TO
TITLE		Intelligence Officer GS-9	
GRADE AND SALARY		GS-9, \$4600.00 on off	
OFFICE		P-3, 04499.60	
BRANCH		Advisory Council	
DIVISION		O/C	
OFFICIAL STATION		Washington, D. C.	
QUALIFICATIONS	APPROVAL		
	FOR ASSISTANT DIRECTOR		
	EXECUTIVE		
CLASSIFICATION	PERSONNEL OFFICER		
YES NO CONFORMANCE WITH AGENCY REGULATIONS: <input checked="" type="checkbox"/> <input type="checkbox"/>			
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON 24 July 1950			
SECURITY CLEARED ON 29 August 49 Extended 29 May 1950			
OVERSEAS AGREEMENT SIGNED Not Applicable			
ENTERED ON DUTY 24 July 1950			
SIGNATURE OF AUTHENTICATING OFFICER 			
REMARKS:			
DOG-04/26/53 CSE00-07/24/51 Please transfer accrued leave from Vouchered Funds. LCD-07/24/50 Security concurrence requested 24 August 1949.			
 Authorized Certifying Officer			

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.

SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

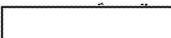

SUBJECT :

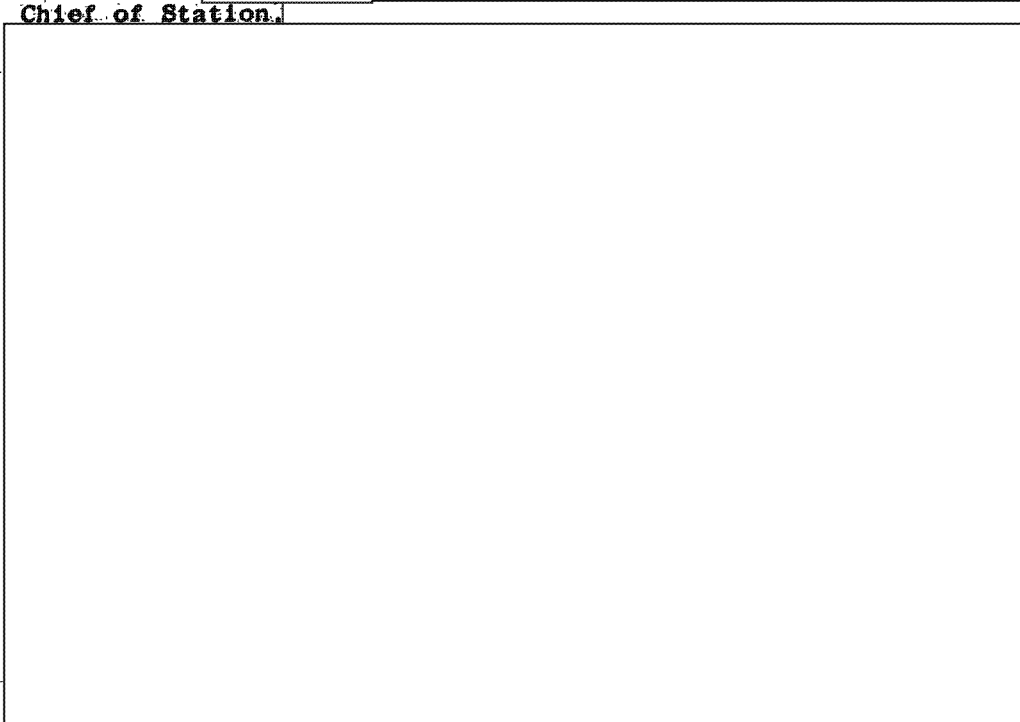


PERIOD UNDER REVIEW : 1 April 1970 - 31 March 1971

MONTHS UNDER MY SUPERVISION: 42 months

OVER-ALL RATING : Strong

1. As  completes approximately 42 months as  
Chief of Station, 



DAY  
1971

6

B. The physical divisions within the official component of the Station have separated personnel and files in a manner which makes close teamwork against the target difficult. These divisions could and should have been corrected.

C. [ ] has not always seen eye-to-eye with Headquarters on matters of method and emphasis, a phenomenon which has impaired operational progress. We accept that each Station Chief has the right -- indeed, the duty -- to hold independent views and to express them with integrity [ ] has done), but believe that differing views could have been resolved more easily had Station reporting to Headquarters been less parsimonious.

3. To sum up, [ ] abilities to conceptualize and to build viable models is truly outstanding, as is the exhaustively thorough manner of his staff work; his capability to translate his concepts into productive human endeavor has been less impressive. In spite of his considerable social and diplomatic skills, [ ] is essentially a reserved person who finds some difficulty in communicating with his subordinates.

4. In spite of the problems noted, problems which we perhaps overstress as a result of our high expectations, [ ] has made good progress during this period and [ ] performance has been STRONG. [ ]

European Division

REVIEWING OFFICER'S COMMENTS:

*Concur*

Date: 11 May 71

Carl Meyer Jr.  
Assistant Deputy Director for  
Plans



RYBAT

SECRET

ATTACHMENT TO ORBIT 3007

ATTACHMENT TO ORBIT 3300

TO :   
SUBJECT: Annual Fitness Report

1. In accordance with the fitness report procedure for EUR Division, a copy of the fitness report on the Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are prepared either by the Chief or Deputy Chief of EUR, and those written by Chief, EUR go to Deputy Chief CS for review.

2. It should be borne in mind that this fitness report has been prepared in accordance with the EUR Division policy for such reporting as established in Field Notice 41.

3. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

I certify that I have seen my fitness report for the period 1 April 70 - 31 March 71, and have attached my comments for the record.

SIGNATURE

27 April 1971  
DATE

RYBAT SECRET

SECRET RYBAT

ATTACHMENT TO OBBT 5300

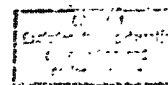
27 April 1971

COMMENTS on Fitness Report on [REDACTED]  
1 April 1970 - 31 March 1971

I agree with the fitness report's own suggestion that the "problems" it noted were overstressed: its negative content outweighs the positive by nearly three to one and is emphasized by its format and sentence structure. Because its overall effect belies the "Strong" rating, I believe that it creates a misleading picture, and therefore think it necessary to comment. Moreover, the report leaves the impression of a general failing in two specific areas which I am sure it did not intend to, since these are two areas which, during the two years since the preceding fitness report, have been repeatedly praised by Division management: 1) the level of



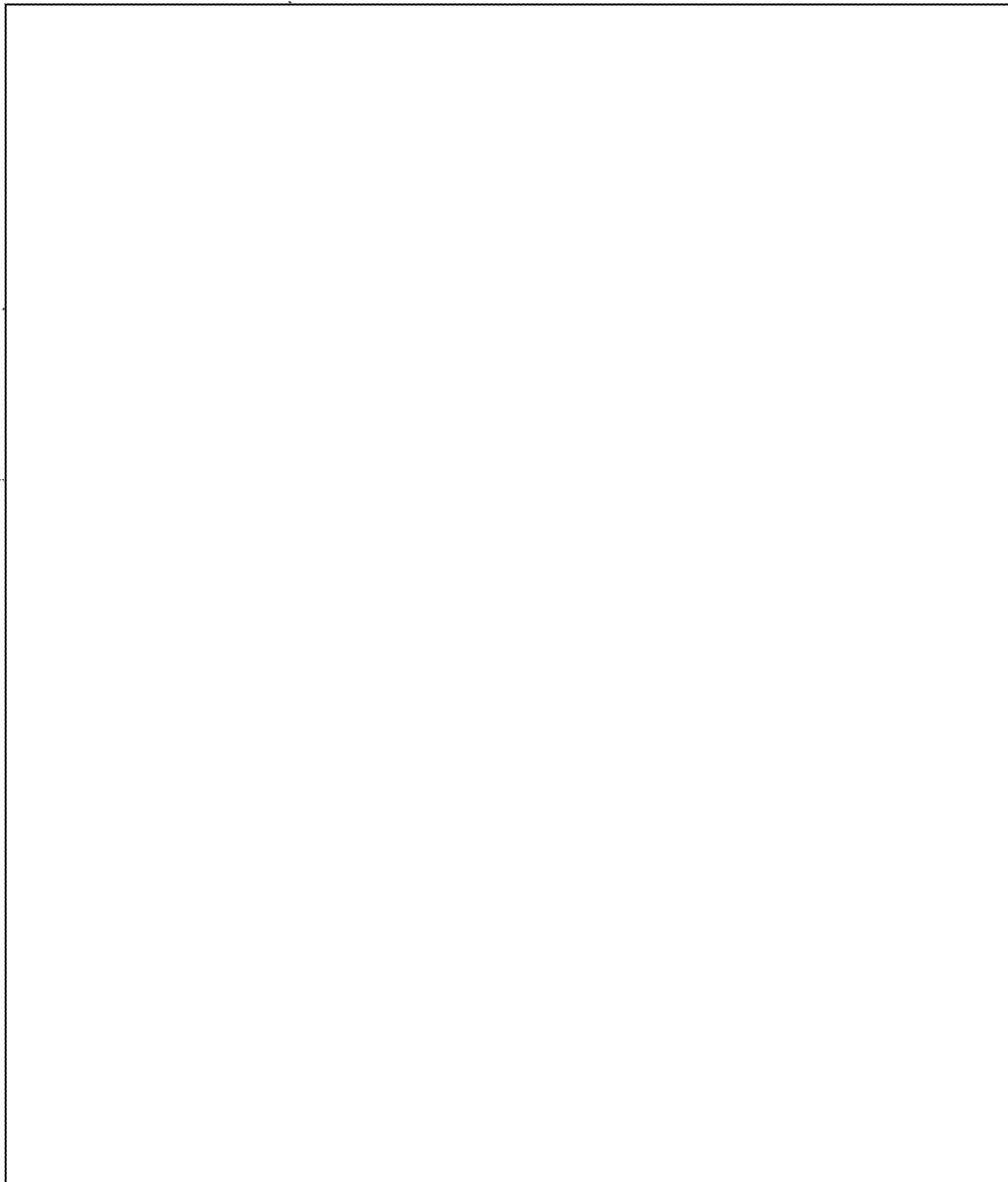
SECRET RYBAT



SECRET RYBAT

COMMENTS continued

Page 2

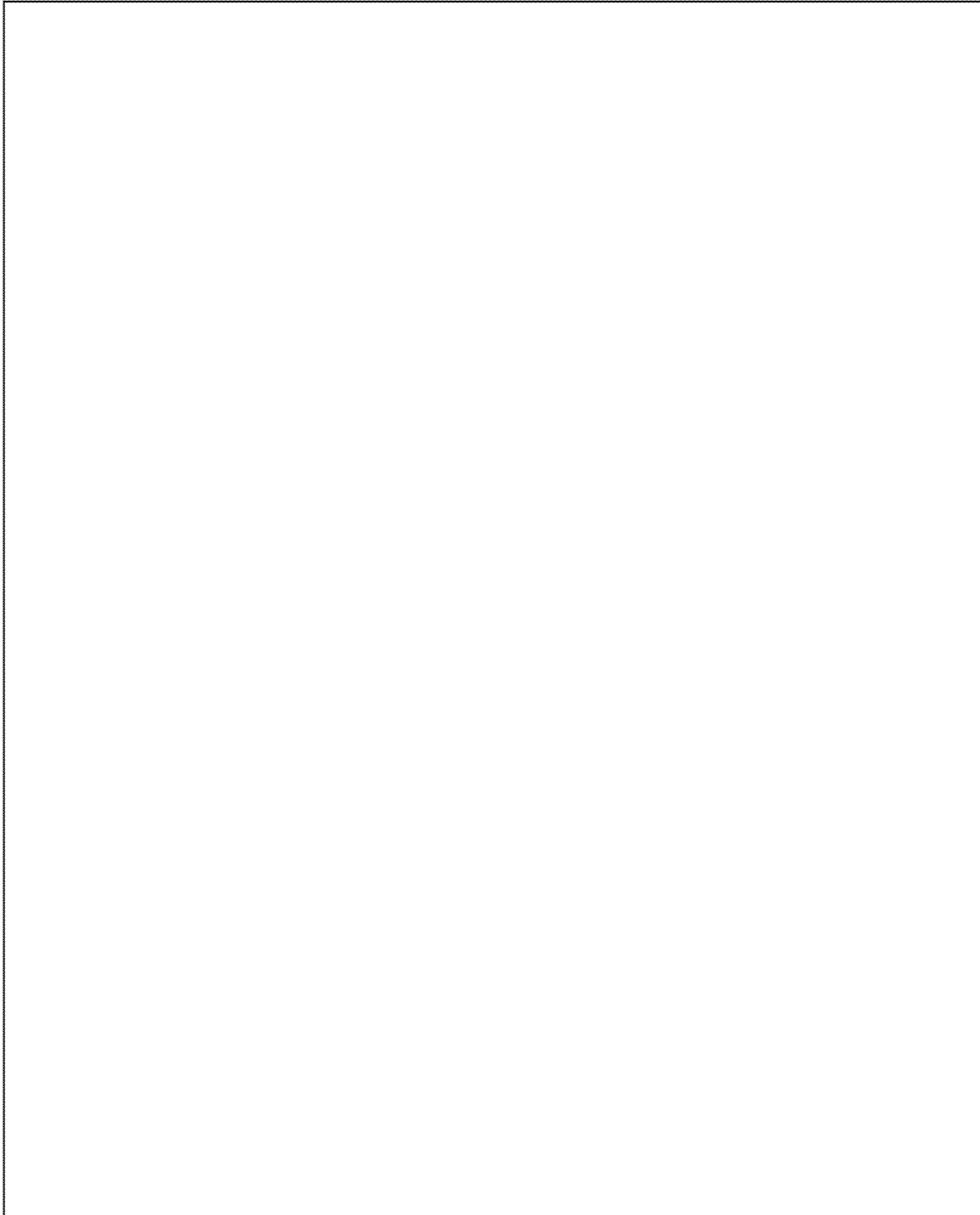


SECRET RYBAT

SECRET RYBAT

COMMENTS continued

Page 3

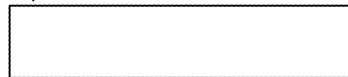
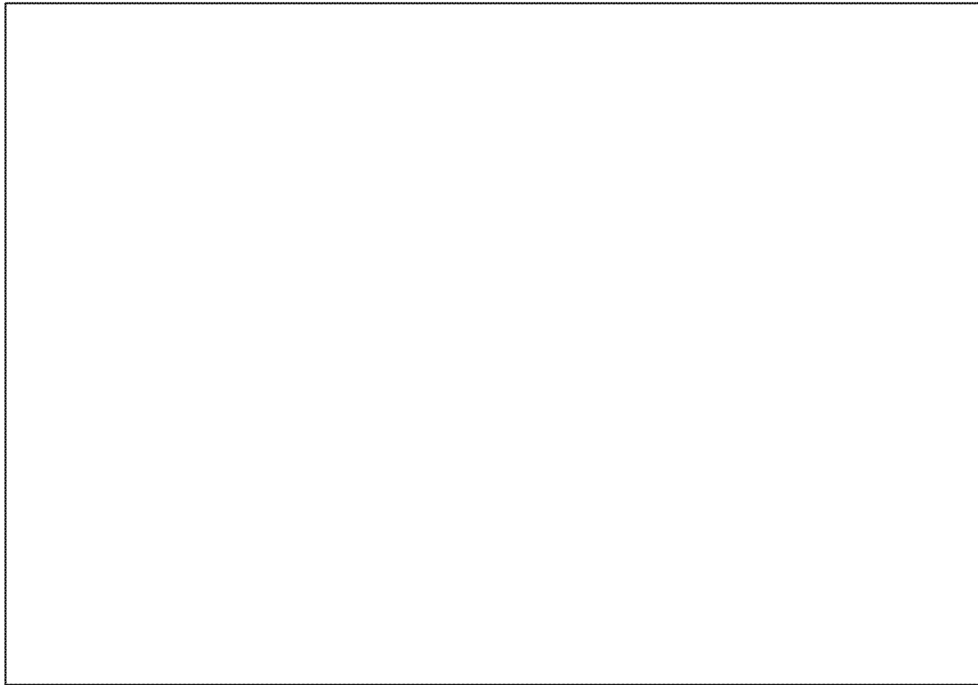


SECRET RYBAT

SECRET RYBAT

COMMENTS continued

Page 4



SECRET RYBAT

SECRET

5 May 1970

## MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT :

PERIOD UNDER REVIEW : 1 April 1969 - 31 March 1970

MONTHS UNDER MY SUPERVISION: 24

OVERALL RATING : Outstanding

1. For this reporting period  must be rated as Outstanding for the achievements of his Station, achievements in very considerable measure due to his personal vision of how

SECRET

13 May 1970  
*De*

SECRET

- 2 -

communication between [ ] and his subordinates, both inside and outside of the [ ] installation. [ ] intellectual capabilities tend to outstrip those of most of his colleagues, but it does seem to me that he has dealt with this problem well and has thus been able to engender loyalty and cohesion among the members of his Station.

[ ]  
European Division

REVIEWING OFFICER'S COMMENTS:

*Concern -*

Date: 5 May '70

*Carl W. Meyer*  
Assistant Deputy Director for Plans

SECRET

SECRET

EYES ONLY

5 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -  
[redacted]

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified,  
[redacted]

European Division

EYES ONLY

SECRET



SECRET

SECRET

9 May 1969

TO : [ ] Chief of Station, [ ]

SUBJECT: Annual Fitness Report

1. Effective with this fitness report cycle, KEYWAY is initiating a procedure by which a copy of the fitness report on a Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are drafted either by the Chief or Deputy Chief of KEYWAY, and those drafted by Chief, KEYWAY go to Deputy Chief WOMACE for review.

2. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

[ ]

I certify that I have seen my fitness report for the period 10 March 1968 - 31 March 1969

[ ]

SIGNATURE

21 May 1969  
DATE

SECRET

SECRET

LIMITED OFFICIAL USE (When Completed)

Ref 6/30/72



## CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

75-89  
13-3

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED Chief of Station			
POSITION		GRADE	AGENCY
RATING PERIOD May 13, 1969 - Dec. 29, 1969		DATE OF REPORT December 29, 1969	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			
III.			

SECRET

X LIMITED OFFICIAL USE ONLY XXX



## CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency; retains one copy.)

OFFICER BEING RATED			
POSITION	Chief	GRADE	AGENCY
RATING PERIOD		DATE OF REPORT	
November 15, 1967-Nov. 15, 1968		February 24, 1969	
SIGNATURE OF REPORTING OFFICER		TITLE	
		Ridgway B. Knight Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	

**EVALUATION OF PERFORMANCE**

☒ Outstanding    ☐ Satisfactory    ☐ Unsatisfactory

II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? ☒ Yes    ☐ No (If no, explain in detail below.)

Has he seen this report? ☒ Yes    ☐ No

**NARRATIVE COMMENTS**

(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)

I cannot of course comment on the professional aspects of the Chief [ ] performance because of the highly specialized nature of his responsibilities.

However as a member of the Country Team I give him the highest marks for his cooperative spirit, courtesy and willingness to contribute to the success of our common efforts and undertakings.

Likewise I am satisfied that he maintains exceptionally close and effective relations [ ]

III. [ ] Endowed with an unusually frank and attractive personality, the Chief [ ] is a respected and well liked member of our official American group [ ] both in American and local circles, where his fluent and excellent French is much appreciated.

His wife is a refined, quiet and attractive lady of Austrian birth. Both have gone through an agonizingly long and grave health problem with a young son of theirs and deserve extraordinary credit for the courage and dignity which they constantly displayed during their ordeal.

In every respect, I consider him to be an outstanding [ ] Station Chief.

*Ind. in memo to  
DEI done  
14 per 1469.*

LIMITED OFFICIAL USE (When Completed)



## CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED Chief of Station <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>			
POSITION		GRADE	AGENCY
RATING PERIOD December 30, 1969 - November 4, 1970		DATE OF REPORT November 4, 1970	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			
III.			

SECRET

~~UNCLASSIFIED~~

## CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED			
Chief of Station			
POSITION	GRADE	AGENCY	
RATING PERIOD		DATE OF REPORT	
November 4, 1979 - September 22, 1971		September 22, 1971	
SIGNATURE OF REPORTING OFFICER		TITLE	
<i>John S. Eisenhauer</i>		Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is one of the few who was already here upon my arrival at this post. From careful observation over nearly two and one half years, with contacts several times a week, I am confirmed in my opinion of his extremely high professional competence. Quite naturally, I avoid delving into the details of his day-to-day operations. However, in the area with which I am most concerned--that of his political discretion--I have absolute confidence.</p> <p>This officer is presentable, tactful, and enthusiastic. He fits in harmoniously with the other members of the mission, therefore constituting an outstanding asset thereto.</p>			

SECRET

SECRET



## CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

POSITION		GRADE		AGENCY	
Chief					
RATING PERIOD (see III below)		DATE OF REPORT November 15, 1967			
SIGNATURE OF REPORTING OFFICER Ridgway B. Knight		TITLE Ambassador			
SIGNATURE OF REVIEWING OFFICER		TITLE			
EVALUATION OF PERFORMANCE					
<input type="checkbox"/> Outstanding <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory X (see III below)					
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)					
Has he seen this report? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
NARRATIVE COMMENTS					
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)					
Since the Chief [ ] reported to post in September of this year, sufficient time has not elapsed to make a definite evaluation of his performance. A performance evaluation covering his full period at post will be made at the time of the next annual assessment period on November 1, 1968. Having said this, I might add that his approach to his job and performance to date in addition to his obvious ability and experience have confirmed my earlier, most favorable impressions of him.					

28 April 1969

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT

PERIOD UNDER REVIEW : 10 March 1968 - 31 March 1969  
MONTHS UNDER MY SUPERVISION: 12  
OVERALL RATING : Strong

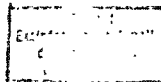
1. [ ] assumed his duties as Chief of Station on 13 September 1967. It is too early to assess the results of his stewardship; he established in advance a timetable for building up a structure [ ] and it is not yet clear to what extent these assets are going to be productive against major targets. However, there is no doubt that [ ] has tackled his job with originality, energy, and enthusiasm. A good indication of these qualities is that, alone among our European Chiefs of Station, [ ] has himself [ ] in less than two years.

2. [ ] accomplishments must be measured in light of the fact that he has had a weak Deputy Chief of Station, and that several of the officers in his small Station have been of quite modest calibre. The restaffing of the Station which is taking place this summer should result in a considerable leap forward.

3. On the personal side, [ ] has all the qualities which we could ask for in a Chief of Station. He is totally dedicated, incisive and articulate, a pleasant companion and a gracious host. I rate his overall performance as Strong.

[ ]  
European Division

13 MAY 1969  
*Jan*



SECRET

- 2 -

## REVIEWING OFFICER'S COMMENTS

*Concur*

*Cord Meyer, Jr.*  
Cord Meyer, Jr.  
Assistant Deputy Director for Plans

*30 April 69*

SECRET



S-E-C-R-E-T

TRAINING REPORT

Chiefs of Station Seminar No. 11  
80 hours, full time

19 - 30 June 1967

Participant

Office

: DDP/EUR

Year of Birth: 1925

Service Designation: D

Grade : GS-16

No. of Students : 12

EOD Date : July 1950

COURSE OBJECTIVES, CONTENT AND METHODS

The COS Seminar is aimed to prepare prospective Chiefs and Deputy Chiefs of Station and Chiefs of Base for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad. Special attention was given to counterinsurgency.

The bulk of the course is given in lectures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:

Acting Chief,  
Operations School

S-E-C-R-E-T

SECRET

(When Filled In)

FITNESS REPORT			EMPLOYEE SERIAL NUMBER		
SECTION A GENERAL			056043		
3. SEX		4. GRADE		5. DO	
M		GS-16		D	
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer D Div Ch		DDP/SB		Headquarters	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
<input type="checkbox"/> SPECIAL (Specify):		<input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN G.P.		12. REPORTING PERIOD (From - to)			
30 April 1967		1 April 1966 - 31 March 1967			
SECTION B PERFORMANCE EVALUATION					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
9 MAY 1967					
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER

SECRET

25 April 1967

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1966 -  
31 March 1967

SUBJECT: [REDACTED]

[REDACTED] performance over the period continued to be outstanding. This was his first full year as general deputy during which he still retained responsi-

[REDACTED] Those aspects of his work involving decisions on expenditures of both funds and manpower show him to be sufficiently cost conscious yet this is tempered by a better than average awareness of the operational value to the Agency (or lack thereof) of such expenditures.

[REDACTED] has been selected to become COS of a large European station with excellent potential for [REDACTED]

[REDACTED] In my view, this appointment is additional testimony of the high regard in which he is held by his professional colleagues. In recognition of his outstanding work in SB Division, [REDACTED] has been recommended for promotion to GS-17.

[REDACTED]  
David E. Murphy  
Chief, Soviet Bloc Division

[REDACTED]  
Reviewing Official:Date 2 March 1967[REDACTED]  
Assistant Deputy Director for PlansDate 2 May 67

SECRET

8 July 1966

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1965 -  
31 March 1966

SUBJECT: [REDACTED]

From the beginning of the reporting period until  
9 September 1965, [REDACTED] continued as Chief,

[REDACTED]

[REDACTED]

In fact, his appreciation of their strengths and weaknesses enabled him to place the very best of his officers in key positions in the CI Group where for the most part they remain today. Their performance is still characterized by the high sense of discipline and professionalism imbued in them by [REDACTED] during his service as their chief. I have also been struck by the spirit of loyalty permeating this group even though [REDACTED] associates were often driven at a pace which would have severely tested the supervisor/subordinate relationship in most other units. At the same time, he afforded the senior officers of the CI Group every opportunity for the exercise of initiative and imaginative leadership at their own levels. On the

SECRET

SECRET

- 2 -

other hand, he has little patience with the "time server" who is not prepared to exert himself either to acquire by self study the background he should have to do his job properly or if he has the background to use it effectively in his work.

Moving into the responsibilities of deputy division chief, [ ] has demonstrated to my satisfaction that he was the best possible choice for this position. He has easily mastered those substantive areas of the division's work with which he had no previous association or encountered only occasionally as Chief, CI Group. This is especially true of the reports and requirements area and of certain collection activities.

[ ] performance in the position of deputy chief has indeed been outstanding. I would accord him particularly high marks for the energy and enthusiasm he has displayed in shaping and expanding the training and orientation programs conducted by the division as one means of conveying to CS officers outside the division some understanding of the [ ]

[ ] continues to be sensitive to costs whether one is speaking of funds or man-hours. He does not lightly undertake the expenditure of either. My very positive evaluation of [ ] potential for senior leadership in the Clandestine Service has not changed. He is a magnificent intelligence officer whose keen intellect and rapidly growing appreciation of the "art of the possible" mark him as one of the best officers in our service. It is my intention to recommend him for promotion at an early opportunity.

[ ]  
David E. Murphy  
Chief, Soviet Bloc Division

[ ]  
Date 8 July 1966

Reviewing Official:

[ ]  
W. Lloyd George  
Acting Assistant Deputy Director  
for Plans

SECRET  
Date 8 JUL 1966

82 JUL 1966

12 March 1965

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1964 -  
31 March 1965

SUBJECT: [REDACTED]

[REDACTED] still occupies the position described in his last fitness report of 30 April 1964. The quality of his performance continues to be outstanding in all respects including cost consciousness. He has been recommended for promotion to GS-16. This recommendation should receive early consideration. There are certainly very few officers in the GS-15 level who are more deserving in terms of their executive potential and their contributions to the mission of the Clandestine Services.

[REDACTED]  
David E. Murphy  
Chief, SR Division

[REDACTED]  
16 March 1965  
Date

Reviewing Official:

[REDACTED]  
Thomas H. Karamessines  
Assistant Deputy Director for Plans

20 March 1965  
Date

26 MAR 1965  
*me*

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056043	
<b>SECTION A GENERAL</b>					
			3. SEX M	4. GRADE GS-15	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer - Chief			7. OFF/DIV/BR OF ASSIGNMENT DDP/SR/CI		8. CURRENT STATION Hqs
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 30 April 1964			12. REPORTING PERIOD (From - to) 1 April 1963 - 31 March 1964		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Advise the Chief, SR Division on all matters pertaining to the [ ] and their activities.					RATING LETTER O
SPECI					RATING LETTER O
SPECI					RATING LETTER O
SPECI					RATING LETTER S
SPECI					RATING LETTER O
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER O

**SECRET**

SECRET

(When Filled In)

OFFICE OF PERSONNEL

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective the relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

21 Apr 64

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

8

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

21 Apr 64

OFFICIAL TITLE OF SUPERVISOR

Chief, SR Division

TY

TURE

DAVID E. MURPHY

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concurs heartily.

②

DATE

22 April 64

OFFICIAL TITLE OF REVIEWING OFFICIAL

ADDP

TURE

Thomas H. Karamessine

SECRET



14-00000

SECTION C (Continued)

This substantive background lends a quality of toughness and realism to his work as a planner and supervisor which is matched by very few others in the Clandestine Services.

As a supervisor, [ ] distinguishes himself by the ability he has to be immensely interested in the details of his subordinates' operations while at the same time leaving to them sufficient freedom of decision and action to carry out their programs without undue interference. He retains control over a large element (there are four branches and 53 employees in the group) and several first class senior subordinates by virtue of their respect for his competence and substance. More important, he infuses them with the same sense of dedication and deep enthusiasm for his work he himself possesses.

In his position [ ] also handles certain sensitive operations directly. All of the qualities of imagination, penetrating insight, energy and professional knowledge which can be seen in his work as a supervisor are present in his case work. He has also demonstrated that he is a superb agent handler with a fresh, common sense approach to tradecraft problems. I have also seen him display a constant readiness to sacrifice his own comfort, leisure and private affairs to the demands of the operational situation. He is not long discouraged in the most difficult circumstances and his natural optimism, alert mind and special kind of clan work constantly to discover new avenues of approach to whatever operational problems he faces.

I would describe his cost consciousness by noting that it is simply foreign to his nature in both a personal and professional sense to use funds thoughtlessly. He has demonstrated that he considers the expenditure of operational funds must be related to a commensurate gain in terms of our operational objectives.

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b>					
		3. SEX <b>M</b>	4. GRADE <b>GS-15</b>	5. SO <b>D</b>	
6. OFFICIAL POSITION TITLE <b>Ops Officer - Branch Chief.</b>		7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/SR</b>		8. CURRENT STATION <b>Hqs</b>	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify)		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify)			
11. DATE REPORT DUE IN O.P. <b>30 April 1963</b>		12. REPORTING PERIOD (From - to) <b>31 October 1962 - 31 March 1963</b>			
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 <b>Supervises SR Division CE activities including both research and operations.</b>					<b>P</b>
SPECIFIC DUTY NO. 2 <b>Organizes and manages Branch consisting of <span style="border: 1px solid black; padding: 0 5px;"> </span> people.</b>					<b>P</b>
SPECIFIC DUTY NO. 3 <b>Recommends Division policy on CE matters.</b>					<b>S</b>
SPECIFIC DUTY NO. 4 <b>Represents SR Division to other elements of the Agency on CE matters.</b>					<b>S</b>
SPECIFIC DUTY NO. 5 <b>Briefs foreign intelligence service officers on CE and RIS matters.</b>					<b>O</b>
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER <b>S-</b>
<b>10 APR 1963</b>					

**SECRET**

(When Filled In)

<b>SECTION C</b>	<b>NARRATIVE COMMENTS</b> <i>APR 12</i>	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties must be described, if applicable.</u></p>		
<p>Mr. Bagley is an exceptionally skilled officer in the CE field. His knowledge of the [redacted] is almost unique in the Agency. After accomplishing the assigned task of reorganizing his Branch into a streamlined and operationally active unit, [redacted] is now in the process of actively directing the planning and implementation [redacted]</p> <p>[redacted] Although in his present position only four months he has shown considerable imagination and initiative. He carries out his managerial duties in a proficient manner. He does however tend to avoid necessary but perhaps unpromising tasks. Inclined to be intolerant of those who do not meet the high standards he sets for himself, [redacted] can be uncompromising in professional matters to the detriment of his relationships with others.</p>		
<b>SECTION D</b>		
<b>CERTIFICATION AND COMMENTS</b>		
<b>1. BY EMPLOYEE</b>		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE		
<i>10 APR 1963</i>		
<b>2. BY SUPERVISOR</b>		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
<b>4 Months</b>		
DATE	OFFICIAL TITLE OF SUPERVISOR	
<i>10 APR 1963</i>	<b>Chief, Operations and Plans SR Division</b>	
<b>3. BY REVIEWING OFFICIAL</b>		
COMMENTS OF REVIEWING OFFICIAL		
<p>This employee is a dedicated and hard-driving operational specialist whose performance in the field on his last tour is well known and respected in the highest Clandestine Services levels. His services were sought after by this Division as Chief of its CI Branch. He was instructed to reorganize and redirect the Division's CI effort and to reorganize the Branch into an aggressive operational unit. He has tackled this with his characteristic aggressiveness and competence and has done extremely well in this undertaking. He has perhaps not paid as much attention to "channels and chains of command" as he should but I believe he understands the importance of a little more tolerance along these</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	
<i>10 April 1963</i>	<b>Chief, SR Division</b>	

**SECRET**

14-00000

SECTION D - 3 (cont)

lines and will align himself accordingly as his branch shakes down and he becomes a little more experienced in headquarters operation at the branch chief level.

With specific reference to the performance ratings, I would rate this employee as "S" on Specific Duty #1, "S" on Specific Duty #2, and "S" on Specific Duty #5. I would assign this employee an overall rating of "S".

CONFIDENTIAL

Muri

25 August 1962

MEMORANDUM

TO: Chief, EB

ATTN:

David E. Murphy

FROM: Chief of Station, [REDACTED]

SUBJECT: Memorandum in Lieu of Final Fitness Report on  
[REDACTED]

1. [REDACTED] will be leaving [REDACTED] Station permanently, with reassignment to Headquarters on 5 September 1962. During his four and a half years here his performance has been highly professional and consistently outstanding. His absence will be keenly felt by the Station.

2. Endowed with a high degree of intelligence, judgment, imagination and operational skill, and with [REDACTED] he has worked in every aspect of Station endeavor, ranging from the proper organization of Station records and [REDACTED]

3. In his primary responsibility as Station [REDACTED] has made unique contributions to KUBARK's approach [REDACTED]

4. [REDACTED]

RYBAT/SECRET

- 2 -

5. Ideally suited to the particular requirements and operational climate of [ ] is highly regarded and respected by his KUBARK and ODACID associates, and we all have learnt much from him professionally. Exceptionally mature and knowledgeable, he is a natural for a command position. The most outstanding all-around officer in the Station, [ ] has been producing consistently at a level above his present grade. He has been recommended for promotion repeatedly, the last time on 6 October 1961. It is hoped that in his new assignment he will soon be granted this concrete recognition of his superb performance and high potential.

151 Burton Lifschultz

RYBAT/SECRET

**SECRET**  
(When Filled In)

2005-61  
6587-2752

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
<b>SECTION A</b>				<b>GENERAL</b>	
				3. SEX <b>M</b>	4. GRADE <b>GS-14</b>
5. SERVICE DESIGNATION <b>D</b>		6. OFFICIAL POSITION TITLE <b>Operations Officer</b>			
7. CAREER STAFF STATUS			8. TYPE OF REPORT		
NOT ELIGIBLE	MEMBER	DEFERRED	INITIAL	REASSIGNMENT/SUPERVISOR	
PENDING	DECLINED	DENIED	ANNUAL	REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD From <b>2 Dec 60</b> - To <b>13 Sept 61</b>		SPECIAL (Specify)	
<b>SECTION B</b>					
<b>EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>					
<p>List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).</p>					
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior
7 - Outstanding					
SPECIFIC DUTY NO. 1		RATING NO.	SPECIFIC DUTY NO. 4		RATING NO.
		6			7
SPECIFIC DUTY NO. 2		RATING NO.	SPECIFIC DUTY NO. 5		RATING NO.
		6			6
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6		RATING NO.
		7			
<b>SECTION C</b>					
<b>EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>					
<p>Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.</p>					
<p>1 - Performance in many important respects fails to meet requirements.            2 - Performance meets most requirements but is deficient in one or more important respects.            3 - Performance clearly meets basic requirements.            4 - Performance clearly exceeds basic requirements.            5 - Performance in every important respect is superior.            6 - Performance in every respect is outstanding.</p>					RATING NO. <b>6</b>
<b>SECTION D</b>					
<b>DESCRIPTION OF THE EMPLOYEE</b>					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree	
CHARACTERISTICS			NOT APPLICABLE	NOT OBSERVED	RATING
					1 2 3 4 5
GETS THINGS DONE					X
RESOURCEFUL					X
ACCEPTS RESPONSIBILITIES					X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X
DOES HIS JOB WITHOUT STRONG SUPPORT					X
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X
WRITES EFFECTIVELY					X
SECURITY CONSCIOUS					X
THINKS CLEARLY					X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					X
OTHER (Specify):					
SEE SECTION "E" ON REVERSE SIDE					

**SECRET**  
(When Filled In)

2 MAR 1960

<div style="float: left; width: 150px; text-align: right;"> 8 MAY 1960 7X JFK </div> <b>FITNESS REPORT</b>				EMPLOYEE SERIAL NUMBER /							
<b>SECTION A GENERAL</b>											
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE						
				M	GS-14						
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFFICER							
FI		Ops Officer		DDP							
8. CAREER STAFF STATUS			9. TYPE OF REPORT								
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> INITIAL			<input type="checkbox"/> REASSIGNMENT/SUPERVISOR								
<input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> UNBID			<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE								
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)							
1 June 1960		4/11/59 - 12/1/60									
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>											
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).											
1 - Unsatisfactory    2 - Barely adequate    3 - Acceptable    4 - Competent    5 - Excellent    6 - Superior    7 - Outstanding											
SPECIFIC DUTY NO. 1		RATING NO.	SPECIFIC DUTY NO. 4		RATING NO.						
Plans and supervises		6	Researches and supports liaison		7						
SPECIFIC DUTY NO. 2		RATING NO.	SPECIFIC DUTY NO. 5		RATING NO.						
		6			7						
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6		RATING NO.						
		6	for KUBARK purposes		5						
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>											
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.											
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO.  6						
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>											
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee											
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree			
CHARACTERISTICS					NOT APPLICABLE	NOT OBSERVED	RATING				
							1	2	3	4	5
GETS THINGS DONE										X	
RESOURCEFUL											X
ACCEPTS RESPONSIBILITIES										X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES											X
DOES HIS JOB WITHOUT STRONG SUPPORT											X
FACILITATES SMOOTH OPERATION OF HIS OFFICE									X		
WRITES EFFECTIVELY											X
SECURITY CONSCIOUS											X
THINKS CLEARLY											X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS											X
OTHER (Specify):											
SEE SECTION "E" ON REVERSE SIDE											



## SECRET

(When Filled in)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvements of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D as provide the basis for determining future personnel actions.</p> <p>Subject is a thoroughly professional intelligence officer endowed with a high degree of intelligence and ability to concentrate. He is imaginative and skilled. A rapid, accurate and purposeful worker, he is a good writer and an articulate speaker. Though his natural bent is in the CE field, in which he excels, he has also demonstrated ability and accomplishments in other areas of Station activity. He is par-</p>		
<p>Subject tends at times to avoid necessary but unpromising Station chores and at times is intolerant of those who do not meet the very high standards he sets for himself. These are minor flaws in an otherwise superior officer with outstanding potential.</p>		
SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE		
9 December 1960		
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
9 December 1960		
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
<p>I concur completely in the supervisor's estimate and would state that Subject is the most outstanding all around officer in the Station. Further, he is ideally suited to the peculiar requirements [redacted] In my opinion he has been performing consistently at a level above his present grade and all members of the Station, including myself, have learned much from him professionally.</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
9 December 1960		/s/ Burton R. LIPSCHULTZ

SECRET

**SECRET**  
(When Filled In)

<b>FITNESS REPORT</b>		EMPLOYEE SERIAL NUMBER <b>034790</b>			
<b>SECTION A GENERAL</b>					
		3. SEX <b>M</b>	4. GRADE <b>GS-14</b>		
5. SERVICE DESIGNATION <b>FI</b>	6. OFFICIAL POSITION TITLE <b>Area Ops Officer</b>		7. OFF/OI <b>DD/P</b>		
8. CAREER STAFF STATUS		9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> INITIAL    REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL    REASSIGNMENT/EMPLOYEE			
10. DATE REPORT DUE IN O.P. <b>31 May 1959</b>	11. REPORTING PERIOD <b>3/10/58 - 3/31/59</b>	SPECIAL (Specify)			
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
1 - Unsatisfactory    2 - Barely adequate    3 - Acceptable    4 - Competent    5 - Excellent    6 - Superior    7 - Outstanding					
SPECIFIC DUTY NO. 1		RATING NO. <b>6</b>	SPECIFIC DUTY NO. 4		
SPECIFIC DUTY NO. 2		RATING NO. <b>6</b>	SPECIFIC DUTY NO. 5		
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6		
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.			RATING NO. <b>5</b>		
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree	
CHARACTERISTICS		NOT APPL- CABLE	NOT OS- SERVED	RATING	
				1 2 3 4 5	
GETS THINGS DONE					X
RESOURCEFUL					X
ACCEPTS RESPONSIBILITIES				X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X
DOES HIS JOB WITHOUT STRONG SUPPORT					X
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X
WRITES EFFECTIVELY					X
SECURITY CONSCIOUS					X
THINKS CLEARLY					X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					X
OTHER (Specify):					

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

## SECTION E

## NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

SEP 10 11 42 AM '59

1. Subject is an exceptionally strong Case Officer in terms of initiative, imagination and skill. His greatest assets are a thorough understanding

worker with unusual powers of concentration, a good writer and articulate speaker. Although reasonably versatile, he has become a specialist in the CE field, for which he seems particularly well suited by natural talent and personality. Most of his work in his current position has required analysis, coordination and "desk" management of operations

2. By virtue of his intellectual capacity and intense interest in his work, Subject's potential for further development must be rated high. However, he should attempt to bring more flexibility and understanding into his relations with others. His views tend to be very positive and sometimes are argued with more vigor than tact. These are minor weaknesses in an otherwise exceptionally promising officer.

## SECTION F

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

30 April 1959

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

12 months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

28 April

OFFICIAL TITLE OF SUPERVISOR

Operations Officer

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

30 April 1959

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief of Station

TYPED OR PRINTED NAME AND SIGNATURE

/s/ BURTON R. LIPSCHULTZ

SECRET

**SECRET**  
(When Filled In)

## FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:  
1. The organization selection based with information of value when considering the application of an individual for membership in the career staff; and  
2. A periodic record of job performance as an aid to the effective utilization of personnel.

### INSTRUCTIONS

**TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER:** Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

**TO THE FIELD SUPERVISOR:** Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

### SECTION I

		B. SEX	2. SERVICE DESIGNATION
		M	
A. GRADE	D. STATION DESIGNATION (Current)		
GS-12	Vienna, Austria		
6. DUE DATE OF THIS REPORT		7. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
30 November 1954		1 July through 15 November 1954	

### SECTION II (To be completed by field supervisor)

1. CURRENT POSITION	2. DATE ASSUMED RESPONSIBILITY FOR POSITION
	14 June 1954
3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	
<div style="border: 1px solid black; padding: 5px;"> <p>Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research</p> </div>	

### SECTION III (To be completed at headquarters only)

**DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY**

#### AUTHENTICATION OF REPORT AND SIGNATURES

3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHEN.	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS
DEC 29 1954	

**DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY**

## SECRET

(When Filled In)

## SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS		CATEGORIES					
		NOT OB- SERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.						X	
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.						X	
19. HAS WIDE RANGE OF INFORMATION.						X	
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.					X		
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.					X		

SECRET

**SECRET**  
(When Filled In)

		(When Filled In)									
26. CAN THINK ON HIS FEET.										X	
27. COMES UP WITH SOLUTIONS TO PROBLEMS.										X	
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".										X	
29. TOUGH MINDED.										X	
30. OBSERVANT.										X	
31. CAPABLE.											X
32. CLEAR THINKING.											X
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.										X	
34. EVALUATES SELF REALISTICALLY.									X		
35. WELL INFORMED ABOUT CURRENT EVENTS.										X	
36. DELIBERATE.									X		
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.										X	
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.	X										
39. THOUGHTFUL OF OTHERS.						X					
40. WORKS WELL UNDER PRESSURE.									X		
41. DISPLAYS JUDGEMENT.										X	
42. GIVES CREDIT WHERE CREDIT IS DUE.	X										
43. HAS DRIVE.											X
44. IS SECURITY CONSCIOUS.								X			
45. VERSATILE.										X	
46. HIS CRITICISM IS CONSTRUCTIVE.										X	
47. ABLE TO INFLUENCE OTHERS.										X	
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.										X	
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.										X	
50. A GOOD SUPERVISOR.								X			

## SECTION V

SECTION V  
A. WHAT ARE HIS OUTSTANDING STRENGTHS? Basic brain power, ambition, determination, organizational ability, education, area knowledge, language ability, social poise, experience, aggressiveness. Writes extremely well, effectively presenting complicated material. Deeply interested in his work, anxious to learn more about it. Has unusually thorough grounding in tradecraft. Understands "policy" aspect of operations--relationships with other agencies, etc--to much greater degree than others his grade and experience.

8. WHAT ARE HIS OUTSTANDING WEAKNESSES? Subj accepts responsibility, but sometimes fails to carry on with it; he has great charm when interested in using it, but has had increasing difficulties in relationships with office staff because of impression he gives of own importance. Tends to blame circumstance for personal failure to follow through on assignments effected by personal relations. Wants to be in "inner circle" and tends to sulk when he feels he is not, or when things do not go entirely to his satisfaction.

**SECRET**

**SECRET**  
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:  
Mental ability, motivation, enthusiasm, experience, far outweigh all other considerations which would not have been remarked in an officer of less outstanding ability.

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?

Only that in the sense that an outstanding employee should be exposed to good supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

Subject is an outstanding young officer.

**SECTION VI**

*Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,&D*

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... HAVING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating, skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

**SECRET**

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 29-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

## SECTION A.

## GENERAL

3. GRADE M		4. SERVICE DESIGNATION DI	
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		6. OFFICIAL POSITION TITLE I.O. (VI)	
7. GRADE GS-13	8. DATE REPORT DUE IN OF 24 July 1957	9. PERIOD COVERED BY THIS REPORT (inclusive dates) July 1956 - July 1957	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL		11. REASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE <input type="checkbox"/> SPECIAL (Specify)	

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

## A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

12. THIS DATE 16 July 57

13. SUPERVISOR'S OFFICIAL TITLE  
Chief, EE/P

14. FOR THE DELIVERING OFFICER: SIGNATURE, TITLE, AND ANY OTHER INFORMATION WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY DATE  
Posted Rec. Control 9/13 8 AUG 1957  
P. 9/14/57

CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

15. THIS DATE 17 July 57

16. TYPED OFFICIAL NAME  
ACCP/EE

17. OFFICIAL TITLE OF REVIEWING OFFICIAL

## SECTION C.

## JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES:

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 6
- DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
  - HAZARD ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
  - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
  - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
  - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
  - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

(4)



# SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing similar duties at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TRAINING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TRAINING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS																									
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES																									
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN																									
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES																									
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS																									
TRAINING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK																									
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING																									
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA																									
<p><b>7</b> <b>OFFICE OF PERSONNEL</b> <b>AUG 2 12 21 PM '57</b> <b>MAIL ROOM</b></p>																											
<p>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</p> <p>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</p> <p>3 - PERFORMS THIS DUTY ACCEPTABLY</p> <p>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</p> <p>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</p> <p>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</p> <p>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</p>																											
<p><b>DESCRIPTIVE</b></p> <p><b>RATING</b></p> <p><b>NUMBER</b></p>	<p><b>SPECIFIC DUTY NO. 1</b></p> <p>Supervises conduct of Branch operations.</p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p> <p>6</p>	<p><b>SPECIFIC DUTY NO. 4</b></p> <p>Acts as deputy to Branch Chief.</p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p> <p>5</p>																							
	<p><b>SPECIFIC DUTY NO. 2</b></p> <p>Provides over-all operational guidance to field stations.</p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p> <p>5</p>	<p><b>SPECIFIC DUTY NO. 5</b></p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p>																							
	<p><b>SPECIFIC DUTY NO. 3</b></p> <p>Performs function of senior Branch CE officer.</p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p> <p>7</p>	<p><b>SPECIFIC DUTY NO. 6</b></p>	<p><b>RATING</b></p> <p><b>NUMBER</b></p>																							
<p><b>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</b></p> <p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>The high ratings given [redacted] are given in full consciousness of their uniqueness in this Division. [redacted] all-around competence, his professional integrity, devotion to duty, his thorough grasp of clandestine operations and particularly his comprehension of CE matters [redacted] of the highest order and, in my opinion, [redacted] therefore deserve this type of recognition.</p> <p>[redacted] can be impatient with the less gifted, intolerant of bureaucratic necessities, or uncompromising in professional matters. These traits are listed here not to detract from his professional competence or personal qualities, but to indicate that his supervisory talents are not yet fully developed. [redacted] speaks [redacted]</p>																											
<p><b>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</b></p> <p><b>DIRECTIONS:</b> Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <p>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</p> <p>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</p> <p>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</p> <p>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</p> <p>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</p> <p>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</p> <p>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</p>																											
<p><b>7</b></p> <p><b>RATING</b></p> <p><b>NUMBER</b></p>																											
<p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p>																											

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OE no later than 30 days after the due date indicated in item 8 of Section "E" below.

## SECTION E.

## GENERAL

1. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		2. SEX M	3. SERVICE DESIGNATION DI
4. OFFICIAL POSITION TITLE I.O. (FI)			
5. GRADE GS-13	6. DATE REPORT DUE IN OP 24 July 1957	7. PERIOD COVERED BY THIS REPORT (Inclusive dates) July 1956 - July 1957	
8. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL		9. REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE SPECIAL (Specify)	

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE 16 July 57	B. [Signature]	C. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 17 July 57	B. [Signature]	C. OFFICIAL TITLE OF REVIEWING OFFICIAL ACOF/EE

## SECTION G.

## ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES  
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

6 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

## 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds), whose contact with immediate subordinates is frequent (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	2	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET  
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RAISED EMPLOYEE HAS BEEN IN THE POSITION. <div style="display: flex; justify-content: space-between;"> <span>Ten</span> <span>AUG 2 12 31 PM '57</span> </div>																																																																			
4. COMMENTS CONCERNING POTENTIAL <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 100px; height: 15px; margin-bottom: 5px;"></div> <span>AUG 2 12 31 PM '57</span> </div> <p>potential as a Clandestine Services operations officer is limited only by his relative youth and symptoms such as occasional impatience and doggedness. His intellectual gifts and professional competence are beyond question and qualify him for any operational job within DD/P in due course.</p>																																																																			
<b>SECTION II. FUTURE PLANS</b>																																																																			
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL <div style="border: 1px solid black; width: 100px; height: 15px; margin-bottom: 5px;"></div> <p>would probably profit from a short exposure to high-level staff work by increasing his knowledge of the U.S. intelligence community.</p>																																																																			
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS  <p>None.</p>																																																																			
<b>SECTION I. DESCRIPTION OF INDIVIDUAL</b>																																																																			
DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.																																																																			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>X - HAVE NOT OBSERVED THIS, HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p> <p>CATEGORY NUMBER</p> <p>1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</p> <p>2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE</p> <p>3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE</p> <p>4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</p> <p>5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p> </div> <div style="width: 50%;"> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>CATEGORY</th> <th>STATEMENT</th> <th>CATEGORY</th> <th>STATEMENT</th> <th>CATEGORY</th> <th>STATEMENT</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>1. ABLE TO SEE ANOTHER'S POINT OF VIEW</td> <td>5</td> <td>11. HAS HIGH STANDARDS OF ACCOMPLISHMENT</td> <td>4</td> <td>21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES</td> </tr> <tr> <td>5</td> <td>2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES</td> <td>4</td> <td>12. SHOWS ORIGINALITY</td> <td>4</td> <td>22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS</td> </tr> <tr> <td>5</td> <td>3. HAS INITIATIVE</td> <td>4</td> <td>13. ACCEPTS RESPONSIBILITIES</td> <td>3</td> <td>23. IS THOUGHTFUL OF OTHERS</td> </tr> <tr> <td>5</td> <td>4. IS ANALYTIC IN HIS THINKING</td> <td>4</td> <td>14. ADMITS HIS ERRORS</td> <td>5</td> <td>24. WORKS WELL UNDER PRESSURE</td> </tr> <tr> <td>5</td> <td>5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS</td> <td>4</td> <td>15. RESPONDS WELL TO SUPERVISION</td> <td>4</td> <td>25. DISPLAYS JUDGMENT</td> </tr> <tr> <td>4</td> <td>6. KNOWS WHEN TO SEEK ASSISTANCE</td> <td>5</td> <td>16. DOES HIS JOB WITHOUT STRONG SUPPORT</td> <td>5</td> <td>26. IS SECURITY CONSCIOUS</td> </tr> <tr> <td>3</td> <td>7. CAN GET ALONG WITH PEOPLE</td> <td>5</td> <td>17. COMES UP WITH SOLUTIONS TO PROBLEMS</td> <td>5</td> <td>27. IS VERSATILE</td> </tr> <tr> <td>5</td> <td>8. HAS MEMORY FOR FACTS</td> <td>5</td> <td>18. IS CASERVANT</td> <td>4</td> <td>28. HIS CRITICISM IS CONSTRUCTIVE</td> </tr> <tr> <td>5</td> <td>9. GETS THINGS DONE</td> <td>5</td> <td>19. THINKS CLEARLY</td> <td>5</td> <td>29. FACILITATES SMOOTH OPERATION OF HIS OFFICE</td> </tr> <tr> <td>5</td> <td>10. CAN COPE WITH EMERGENCIES</td> <td>4</td> <td>20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS</td> <td>5</td> <td>30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION</td> </tr> </tbody> </table> </div> </div>		CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT	3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES	5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS	5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS	5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE	5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT	4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS	3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE	5	8. HAS MEMORY FOR FACTS	5	18. IS CASERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE	5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE	5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT																																																														
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES																																																														
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS																																																														
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS																																																														
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE																																																														
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT																																																														
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS																																																														
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE																																																														
5	8. HAS MEMORY FOR FACTS	5	18. IS CASERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE																																																														
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE																																																														
5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION																																																														

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) - PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		6. OFFICIAL POSITION TITLE I.O. (CI)	
7. GRADE GS-12	8. DATE REPORT DUE IN OP 24 July 1956	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) October 1955 - 24 July 1956	
10. TYPE OF REPORT (Check one)	INITIAL <input type="checkbox"/>	REASSIGNMENT - SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>
	ANNUAL <input type="checkbox"/>	REASSIGNMENT - EMPLOYEE <input type="checkbox"/>	

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

## A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

8. THIS DATE 6 Aug 56	SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
9. FOR THE REVIEWING OFFICIAL FORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.	

BY	DATE
Posted Rec. Control <i>Handed 7/15/56</i>	
Reviewed by FUD <input type="checkbox"/>	ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 29 Aug 56	OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP
---------------------------	--

## SECTION C. JOB PERFORMANCE EVALUATION

## 1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

6 INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

## SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties, so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS																									
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES																									
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN																									
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES																									
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS																									
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK																									
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING																									
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA																									
<p><b>DESCRIPTIVE RATING NUMBER</b></p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table>				1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY		4 - PERFORMS THIS DUTY IN A COMPETENT MANNER		5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB															
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS																										
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY																										
3 - PERFORMS THIS DUTY ACCEPTABLY																											
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER																											
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB																											
SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER																								
Chief of CE Section, Supervisor	5																										
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER																								
Conducts CE operations and analysis	6																										
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER																								
Prepares historical CE Study	6																										
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE																											
<p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>Outstanding intelligence, insight and personal stability combined with devotion to the job make subject an exceptional officer who would probably perform with distinction in almost any area of the Agency. However, the specific professional knowledge which he acquired as a field case officer in</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																											
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION																											
<p><b>DIRECTIONS:</b> Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td rowspan="7"> <div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> RATING NUMBER </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table>				<div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> RATING NUMBER	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																
<div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> RATING NUMBER	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED																										
	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW																										
	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION																										
	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION																										
	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS																										
	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION																										
	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																										
<p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>																											

SECRET

## SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

## SECTION E.

## GENERAL

		SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		6. OFFICIAL POSITION TITLE I.O. (CI)	
7. GRADE GS-12	8. DATE REPORT DUE IN OP 24 July 1956	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) October 1955 - 24 July 1956	
10. TYPE OF REPORT (Check one)	INITIAL <input checked="" type="checkbox"/> ANNUAL	ASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE	SPECIAL (Specify)

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE 6 Aug 1956	B. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P	
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 29 Aug 56	B. OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP	

## SECTION G.

## ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
5	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES 4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES 5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING 6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL 7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES
RATING NUMBER	

## 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
	3	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	0	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
	3	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

## SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION					
30					
4. COMMENTS CONCERNING POTENTIAL					
<p>While Subject in his present job has shown excellent supervisory ability, it may be that his own personal inclinations would tend to make him feel happier in a more active operational function in his next assignment, rather than in a widening of his supervisory responsibilities.</p>					
OFFICE OF PERSONNEL SEP 6 1955 MAIL ROOM					
SECTION II. FUTURE PLANS					
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL					
None at present					
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT					
Foreign born wife					
SECTION I. DESCRIPTION OF INDIVIDUAL					
<p>DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.</p> <p>X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p> <p>CATEGORY NUMBER</p> <p>1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</p> <p>2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE</p> <p>3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE</p> <p>4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</p> <p>5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p>					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN HAVE EXERCISES ON HIS OWN WHEN NEED ARISES	4	12. EXHIBITS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THOUGHTS	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. ASKS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VESATILE
5	8. HAS MEMORY FOR FACTS	4	18. IS CASUALTY	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	-	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

**SECRET**  
(When Filled In)

## FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:

1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance to aid in the effective utilization of personnel.

1955 OCT 21 AM 10:23

### INSTRUCTIONS

**TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER:** Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

**TO THE FIELD SUPERVISOR:** Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day work. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the reports are accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a real way he knows where he stands.

Field Pct. Control

DATE  
20 OCT 1955

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

### SECTION I

4. GRADE GS-12		5. STATION DESIGNATION (Current) Vienna Operations Base		6. SEX M	7. SERVICE DESIGNATION DI
8. DUE DATE OF THIS REPORT 16 Aug 55 (final VOB)		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 16 November 1954 thru 15 August 1955			

### SECTION II (To be completed by field supervisor)

1. CURRENT [Redacted]	2. DATE ASSUMED RESPONSIBILITY FOR POSITION 14 June 1951
3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	

[Redacted] Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research of [Redacted] Projects

### SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES	
3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHENTICATED AT HQS. SEP 29 1955	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE [Redacted]

DO NOT COMPLETE

ERS USE ONLY



**SECRET**  
(When Filled In)

**SECTION IV**

This section is provided as an aid in describing the individual. Your description is favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The following words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply to most people. On the right hand side of the page are four major categories of descriptions. Each category is divided into three small blocks; this is to allow you to make finer distinctions of the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion as to whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

OFFICE OF PERSONNEL  
02/12/23/74  
MAIL ROOM

STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.						X	
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.						X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.							X
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.							X
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.						X	
22. ADMITS HIS ERRORS.						X	
23. RESPONDS WELL TO SUPERVISION.					X		
24. EVEN DISPOSITION					X		
25. ABLE TO DO HIS JOB WITHOUT "STRONG SUPPORT."							X

**SECRET**

## SECTION V

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

**SECRET**

**SECRET**  
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER STRENGTHS OR WEAKNESSES. **OFFICE OF PERSONNEL**  
An exceptionally bright person whose strengths outweigh by far his weaknesses. **with**

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY?

OCT 12 2 26 PM '55

MAIL ROOM

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?  
General desk and Headquarters training.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

#### SECTION VI

*Read all descriptions before rating. Place "X" in the most appropriate box under subsections A, B, C, & D.*

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☐ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☒ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE ORGANIZATION... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS ORGANIZATION AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... HARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion?

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

**SECRET**

14-00000

**SECRET**



**CENTRAL INTELLIGENCE AGENCY**

WASHINGTON 25, D. C.

**OFFICE OF THE DIRECTOR**

15 JUL 1955

**MEMORANDUM FOR:**

**SUBJECT:** Notification of Membership in the Career Staff

1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.

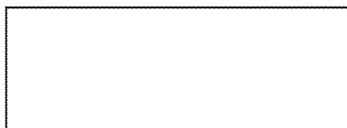
2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

**FOR THE DIRECTOR OF CENTRAL INTELLIGENCE**



Harrison G. Reynolds  
Chairman, CIA Selection Board



Career Service Staff  
Office of Personnel

Date: 6 DEC 1955

3 JAN 1956

**SECRET**

SECRET

## FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY	
AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:			
		DATE (from item 2)	
HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW:		DATE	
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH 11 November 1925	2. GRADE GS-12	3. CURRENT POSITION TITLE Area Operations Officer	
4.	5. CURRENT STATION OR FIELD BASE Vienna Operations Base		
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR None			7. EXPECTED DATE OF DEPARTURE 15 September 1955
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form):			
9. PREFERENCE FOR NEXT ASSIGNMENT:			
A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 5, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.			
B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):			

## SECRET

9. PREFERENCE FOR NEXT ASSIGNMENT (continued)	
C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (1st, 2nd and 3rd choice) IN THE BOXES BELOW:	
<input checked="" type="checkbox"/> RETURN TO MY CURRENT STATION	<input type="checkbox"/> BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY
<input checked="" type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION <i>St. Louis</i>	
WITH RESPECT TO A POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION, INDICATE YOUR 1ST, 2ND AND 3RD CHOICE FOR GEOGRAPHIC AREA OR SPECIFIC STATION:	
1ST CHOICE:	<div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
2ND CHOICE:	<div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
3RD CHOICE:	<div style="border: 1px solid black; width: 150px; height: 30px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?	
INDICATE NUMBER OF WORK DAYS <u>30</u>	
11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:	
None	
12. SIGNATURE: COMPLETE ITEM NO. 8-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.	
TO BE COMPLETED BY SUPERVISOR AT FIELD STATION	
13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:	
<p>This Mission concurs strongly in Subject's request for assignment in Washington. Subject is an outstanding young case officer, an excellent career prospect who we feel will advance rapidly in the organization. He is extremely intelligent, very well motivated, ambitious and determined. Despite his comparative youth, he is already an experienced intelligence officer. Careful attention should be given to his career planning.</p>	
14. SIGNATURE: COMPLETE ITEM NO. 8-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.	
TO BE COMPLETED BY APPROPRIATE SUPERVISOR AT HEADQUARTERS	
15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE DIVISION TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:	
16. NAME OF SUPERVISOR	SIGNATURE:
TITLE:	DATE:
17. REMARKS (additional comment)	
<p><i>He will be able to place subject in his return. CC/Ren - 7/7/55</i></p>	

SECRET

**SECRET**  
(When Filled In)

**FIELD FITNESS REPORT**

The Fitness Report is an important factor in organization personnel management. It seeks to provide:

1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

**INSTRUCTIONS**

**TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER:** Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

**TO THE FIELD SUPERVISOR:** Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. ~~It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.~~

5 IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE INDIVIDUAL BEING RATED.

Review: [Signature] 27/11/55

**SECTION I**

1. NAME (Last, first, middle initial)		2. GRADE	3. SERVICE DESIGNATION
GS-12		Vienna, Austria	FI
4. DUE DATE OF THIS REPORT	5. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
30 November 1954	1 July through 15 November 1954		

**SECTION II (To be completed by field supervisor)**

1. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	
2. DATE ASSIGNED RESPONSIBILITY FOR POSITION	
14 June 1954	
3. RESPONSIBLE FOR THE DEVELOPMENTAL ACTIVITY, GENERAL GUIDANCE AND DIRECTING, REPORTING AND ADMINISTERING, AND THE FILE RESEARCH	

**SECTION III (To be completed at headquarters only)**

**DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY**

AUTHENTICATION OF REPORT AND SIGNATURES	
3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHENTICATED AT HQS.	5. EL OFFICER AT HEADQUARTERS SIGNATURES
DEC 28 1954	[Signature]

**DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY**

**SECRET**  
(When Filled In)

**SECTION IV**

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at a statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have a definite opinion that the description is not at all suited to the individual.

OFFICE OF PERSONNEL  
JAN 13 4 07 PM '55  
MAIL ROOM

STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MINDFUL FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA CAN KEEP GOING A LONG TIME.						X	
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.							X
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.						X	
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.						X	

**SECRET**



**SECRET**  
(PAGE Filled In)

26. CAN THINK ON HIS FEET.							X		
27. COMES UP WITH SOLUTIONS TO PROBLEMS.								X	
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".							X		
29. TOUGH MINDED.							X		
30. OBSERVANT.							X		
31. CAPABLE.								X	
32. CLEAR THINKING.								X	
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.							X		
34. EVALUATES SELF REALISTICALLY.						X			
35. WELL INFORMED ABOUT CURRENT EVENTS.							X		
36. DELIBERATE.						X			
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.							X		
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.	X								
39. THOUGHTFUL OF OTHERS.					X				
40. WORKS WELL UNDER PRESSURE.						X			
41. DISPLAYS JUDGEMENT.							X		
42. GIVES CREDIT WHERE CREDIT IS DUE.	X								
43. HAS DRIVE.								X	
44. IS SECURITY CONSCIOUS.						X			
45. VERSATILE.							X		
46. HIS CRITICISM IS CONSTRUCTIVE.							X		
47. ABLE TO INFLUENCE OTHERS.							X		
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.							X		
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.							X		
50. A GOOD SUPERVISOR.						X			

## SECTION V

2. WHAT ARE HIS OUTSTANDING STRENGTHS? Basic brain power, ambition, determination, organizational ability, education, area knowledge, language ability, social poise, experience, aggressiveness. Writes extremely well, effectively presenting complicated material. Deeply interested in his work, anxious to learn more about it. Has unusually thorough grounding in tradecraft. Understands "policy" aspect of operations--relationships with other agencies, etc.--to much greater degree than others his grade and experience.

2. WHAT ARE HIS OUTSTANDING WEAKNESSES? Subj accepts responsibility, but sometimes fails to carry on with it; he has great charm when interested in using it, but has had increasing difficulties in relationships with office staff because of impression he gives of own importance. Tends to blame circumstance for personal failure to follow through on assignments effected by personal relations. Wants to be in "inner circle" and tends to sulk when he feels he is not, or when things do not go entirely to his satisfaction.

**SECRET**  
(When Filled In)

**OFFICE OF PERSONNEL**

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS. Mental ability, motivation, enthusiasm, experience, etc. *Other considerations which would not have been remarked in an officer of less ability.*

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?  
Only that in the sense that an outstanding employee should be expected to need supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

Subject is an outstanding young officer.

### SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,D.

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS NO SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... LINKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAD AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities than normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON AND IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

**SECRET**

## STATUS AND EFFICIENCY REPORT

(1051)

SECTION 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE

NAME (PRINTED) LAST FIRST MIDDLE  
 [REDACTED] [REDACTED] [REDACTED]

CAL. RATING 61-11 SALARY [REDACTED] DATE OF ASSIGNMENT TO PRESENT DUTY 15 June 1951

DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT (LIST MOST RECENT FIRST, BE MORE CONCISE BUT FULLY)  
 chief of CE section, planning, coordinating and directing activity of VPC under chief of operations. case officer, handling primary CE cases.

IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. NONE.

PROFICIENCY IN FOREIGN LANGUAGE	READING	HEARING	SPEAKING	UNDERSTANDING
French	X		X	X
German	X		X	X
Italian		X		X

3. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IF IN U.S. STATE) LOCATION

intelligence officer U.S.  
 " " Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS ☒ YES ☒ NO NUMBER OF DEPENDENTS ☒ YES ☒ NO EMERGENCY ADDRESSEE ☒ YES ☒ NO LEGAL ADDRESS ☒ YES ☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

27 May 1954

DATE

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

PERIOD COVERED BY THIS REPORT DATE FROM 1/7/53 DATE TO 30/4/54

OCCASION FOR REPORT ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☒ NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☒ NO IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☒ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☒ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION? See EAVA-7058

FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE					X		
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY						X	X
F. JUDGMENT AND COMMON SENSE						X	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION							X
I. INITIATIVE						X	
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)						X	
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. TACT					X		
N. SAGACITY (NON-CURLIBILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA					X		

INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION WOULD YOU DEFINITELY ☐ PREFER HIM? ☐ BE SATISFIED ☐ BE PLEASED ☐ PARTICULARLY ☒ NOT WANT HIM? ☐ HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ DESIRE HIM? ☒

ENTER HERE ANY DESIRED REMARKS PERTAINING TO EMPLOYEE'S QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO PLACEMENT WILL BE GIVEN BY SUPERVISOR TO THE EMPLOYEE.

1. Subject is a brilliant young intelligence officer. He is unusually intelligent, quick and perceptive. He writes forcefully, organizes his material well and has an excellent manner and presence. He is vitally interested in his work and has made a systematic study of it. He is well read and has an unusually good grasp of politics and has an excellent background in history. He has travelled in Europe considerably and has lived abroad (on his own hook) much of his adult life. In Vienna, he has learned German well.

(IF ADDITIONAL SPACE IS NEEDED AT ATTACH EXTRA SHEET)

1 July 1954

DATE

IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF.

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

CONFIDENTIAL

2. Subject's weaknesses, which because of his outstanding ability and promise are rather magnified in this assessment, lie mainly in his occasionally faulty human relations. Subject rejects much of the social life which is customarily associated (although not necessarily for the best) with Kubark field posts. His interests, aside from his work, are primarily intellectual and artistic. These interests, coupled with his at best pro forma fulfilling of the customary Kubark social protocols, definitely weaken his relationship with the rest of the staff.

3. Subject comes from a service environment and was himself [ ] when very young. This early environment and training has, probably without Subject's being aware of it, caused him to expect of others a devotion to duty and self discipline which is rarely to be found. These high standards have caused Subject to discount to some degree the abilities of the clerical staff and, to a lesser degree, other junior personnel.

4. A second weakness probably results from Subject's consistently successful career. He has, without any effort on his own part, frequently if not invariably found himself closely associated with "management" and regarded by the "management" as being unusually talented. This has caused him to expect his work to receive special attention which is not always warranted. When this does not happen, he tends to pout.

5. There is no question in the writer's mind but what Subject would be an outstanding addition to any office in the Agency. He has, as far as can be seen now, an unlimited growth potential. His minor faults will correct themselves with maturity and increasing experience.

CONFIDENTIAL

## ND EFFICIENCY REPORT

INSTRUCTIONS ON REVERSE SIDE

1. NAME (PRINTED) LAST FIRST MIDDLE EMPLOYEE TYPEWRITER WILL BE USED IF POSSIBLE  
 2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY)  
 3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED

4. PROFICIENCY IN FOREIGN LANGUAGES

	READING	WRITING	SPKING	UNDERSTANDING
	EXC (GOOD)	FAIR	EXC (GOOD)	FAIR
French	X		X	
German	X		X	
Italian		X		X

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-NO STATE) TYPE OF DUTY LOCATION  
 Intell. Off. USA  
 Western Europe

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS ☒ YES ☒ NO NUMBER OF DEPENDENTS ☒ YES ☒ NO EMERGENCY ADDRESSEE ☒ YES ☒ NO LEGAL ADDRESS ☒ YES ☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE, DETAILED REPORT IN (INDICATE HERE) IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF OTHERS. IN-LAW AND SISTERS-IN-LAW.

17 September 1953  
DATE

## SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT DATE FROM DATE TO  
 June 52 June 53

OCCASION FOR REPORT  
 ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☒ NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☒ NO IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11  
 HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☒ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☒ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE							X
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY							X
F. JUDGMENT AND COMMON SENSE							X
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION						X	
I. INITIATIVE							X
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)						X	
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. TACT							X
N. SAGACITY (NON-GULLIBILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA						X	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION WOULD YOU  
 DEFINITELY PREFER NOT TO HAVE HIM? ☐ BE SATISFIED ☐ BE PLEASED ☐ PARTICULARLY DESIRE HIM? ☒

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

COMMENT ATTACHED

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

8 Sept 53  
DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

SECURITY INFORMATION

Attachment to EAVA-4351

K A P O K

23 September 1953

1. Subject has completed a two-year tour at VOR and after home leave has returned here for another two years. [REDACTED]

2. Subject has a notably orderly mind, unusual intelligence, and a remarkable interest in his work. He is able to handle a variety of tasks at one time. Although Subject has had a variety of agent-handling experience, [REDACTED]

[REDACTED] We believe this will give him the experience and depth necessary to support his already good theoretical knowledge. Subject is extremely well disciplined personally. Unfortunately and unrealistically, he sometimes expects other persons to have similar self-discipline. He also tends in other ways to disregard the human elements ever present in intelligence operations. However, there is no question in my mind but that additional experience will cure both of these very minor faults.

3. I have every reason to believe that Subject will be ready [REDACTED]

  
Morton A. Woolley

SECURITY INFORMATION

CONFIDENTIAL  
STATUS AND EFFICIENCY REPORT  
(SEE INSTRUCTIONS ON REVERSE SIDE)

(2151)

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE. TYPEWRITER WILL BE USED IF POSSIBLE.

1. NAME (PRINTED) LAST FIRST MIDDLE CAP RATING SALARY DATE OF ASSIGNMENT TO PRESENT DUTY

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. LIST MOST RECENT FIRST. DESCRIBE CONCISELY BUT FULLY.

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OR SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None

4. PROFICIENCY IN FOREIGN LANG. READING SITTING UNDERSTANDING

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS, (IF IN US-SO STATE) TYPE OF DUTY LOCATION

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATEST?

MARITAL STATUS YES NO NUMBER OF DEPENDENTS YES NO EMERGENCY ADDRESSEE YES NO LEGAL ALIEN YES NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE. THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

5 June 1952 DATE

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? YES NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? YES NO IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? YES NO IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES NO IF SO, TO WHAT GRADE AND POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION, DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						X	
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						B	
E. ATTENTION TO DUTY							X
F. JUDGMENT AND COMMON SENSE							X
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE							X
H. DISCRETION						X	
I. INITIATIVE							X
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)							X
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. FACT						X	
N. SAGACITY (NON-QUALIFIABILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA						X	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU: DEFINITELY PREFER NOT TO HAVE HIM? BE SATISFIED TO HAVE HIM? BE PLEASED TO HAVE HIM? PARTICULARLY DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ACHIEVEMENTS AND OR SERIOUS LIMITATIONS SHOULD BE STATED. ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

At the close of one year in the field, Subj has shown every indication of becoming an outstanding case officer. Subj gives each of his operations a maximum amount of far planning and pays unusual attention to details. If Subj continues to develop as he has in the past, and after additional experience in agent handling, he will be ready for increased executive responsibilities, along the line of Deputy Operations chief, within a year.

IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET

11 June '52 DATE

IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREON

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

# CONFIDENTIAL STATUS AND EFFICIENCY REPORT

(SEE INSTRUCTIONS ON REVERSE SIDE)

SECTION I THROUGH 6 WILL BE COMPLETED BY EMPLOYEE				TYPEWRITER WILL BE USED IF POSSIBLE			
1. NAME (PRINTED)	LAST	FIRST	MIDDLE	CAT. RATING	SALARY	DATE OF ASSIGNMENT TO PRESENT DUTY	
				GS-9	\$4600.	15 June 1951	

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY)

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None.

4. PROFICIENCY IN FOREIGN LANG.	READING		SPEAKING		UNDERSTANDING	
	EXC.	GOOD FAIR	EXC.	GOOD FAIR	EXC.	GOOD FAIR
French	X		X		X	
German		X		X		X
Italian		X		X		X

5. MY PREFERENCE FOR SEAL DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IF IN US-SSO STATE) LOCATION: Case officer, Vienna

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS	YES	NUMBER OF DEPENDENTS	YES	EMERGENCY ADDRESSEE	YES	LEGAL ADDRESS	YES
	X NO		X NO		X NO		X NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE. THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

17 September 1951  
DATE

## SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT		OCCASION FOR REPORT	
DATE FROM	DATE TO	ANNUAL	REASSIGNMENT OF EMPLOYEE
16 Jun 51	18 Sep 51		

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BEING QUALIFIED FOR OTHER DUTIES? ☒ YES ☐ NO IF SO, WHAT DUTY OR DUTIES

ops analyst than doing routine photo work. This will be taken care of when T/O filled.

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☐ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSAT. FACTORY	FAIR	GOOD	VERY GOOD	EXCEL. LENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						X	
B. INITIATIVE AND ENTHUSIASM IN WORK						X	
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY						X	
F. JUDGMENT AND COMMON SENSE						X	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION						X	
I. INITIATIVE						X	
J. ABILITY TO HANDLE AND DIRECT PEOPLE					X		
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)					X		
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION					X		
M. TACT						X	
N. SAGACITY (NONCURLABILITY)						X	
O. LEADERSHIP	X						
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA	X						

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DESIRE HIM? ☐ PRIOR NOT ☐ BE PLEASED ☐ PARTICULARLY ☒ DESIRE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO. REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

Subject appears to be an excellent prospect for operational work. He is intelligent, quick to learn and hard working. He approaches problems systematically and with forethought. He has an excellent background in history and is well up on current events.

12. ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET

18 September 1951  
DATE

13. REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT EXCEPTS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREON

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

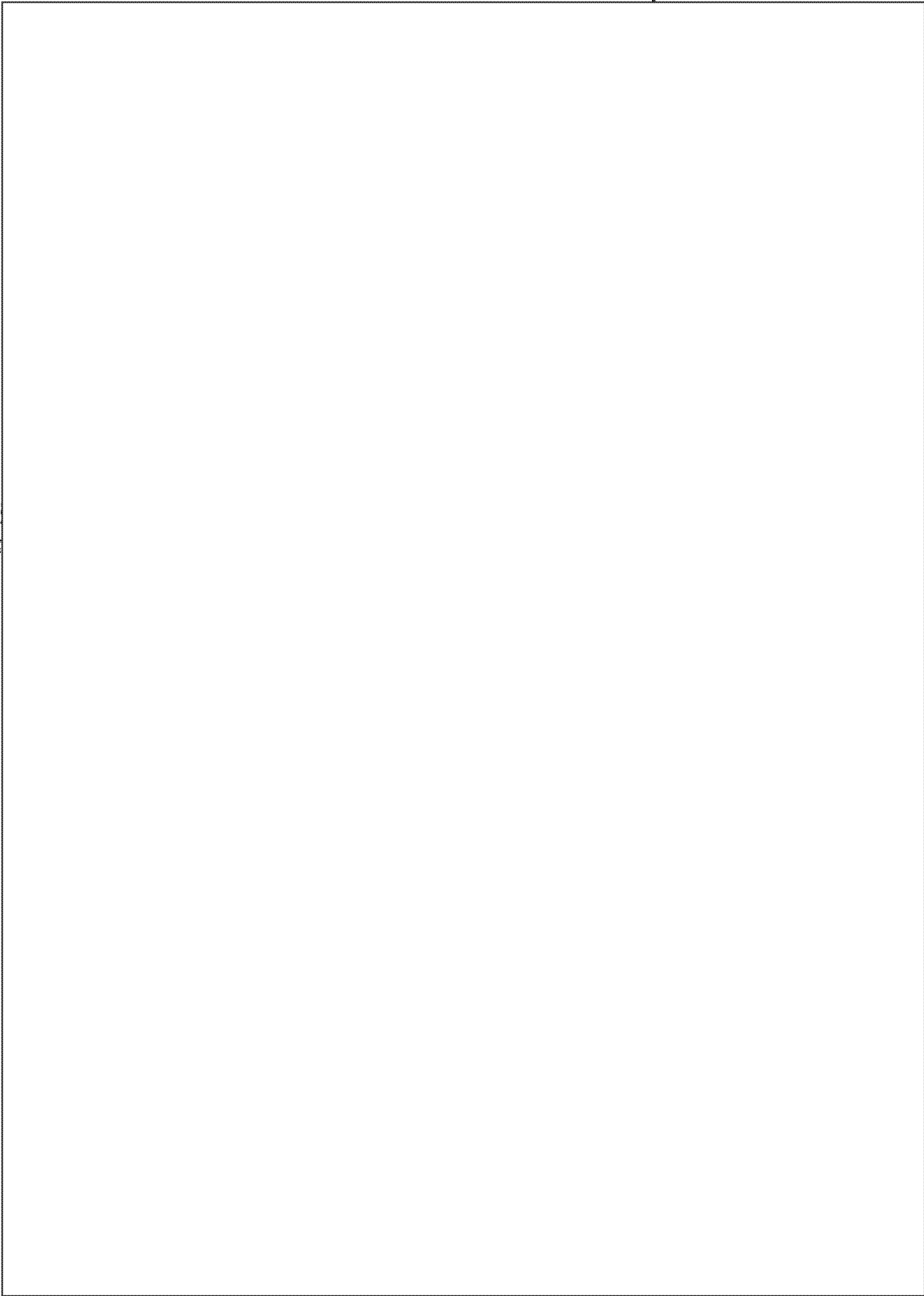
CONFIDENTIAL

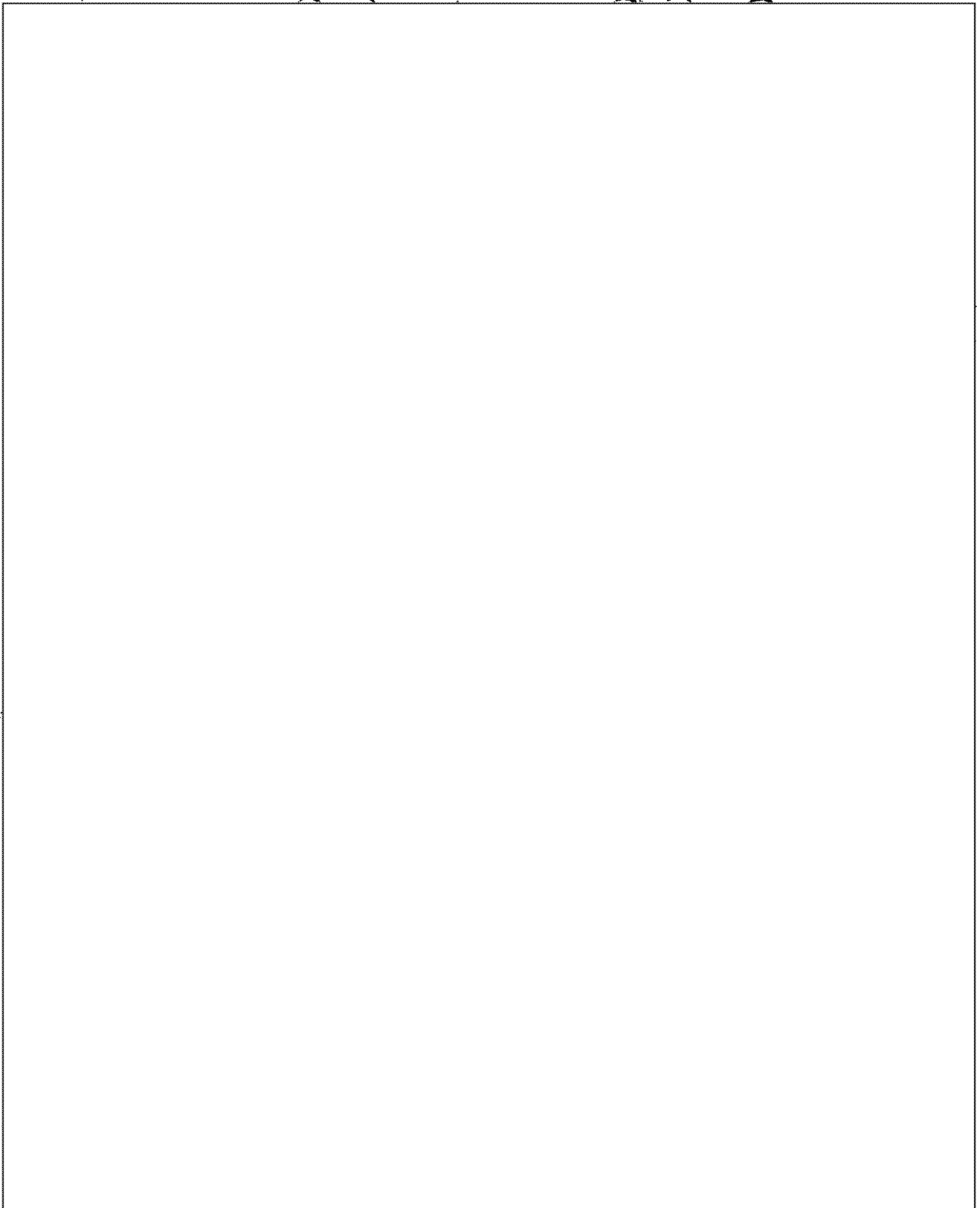


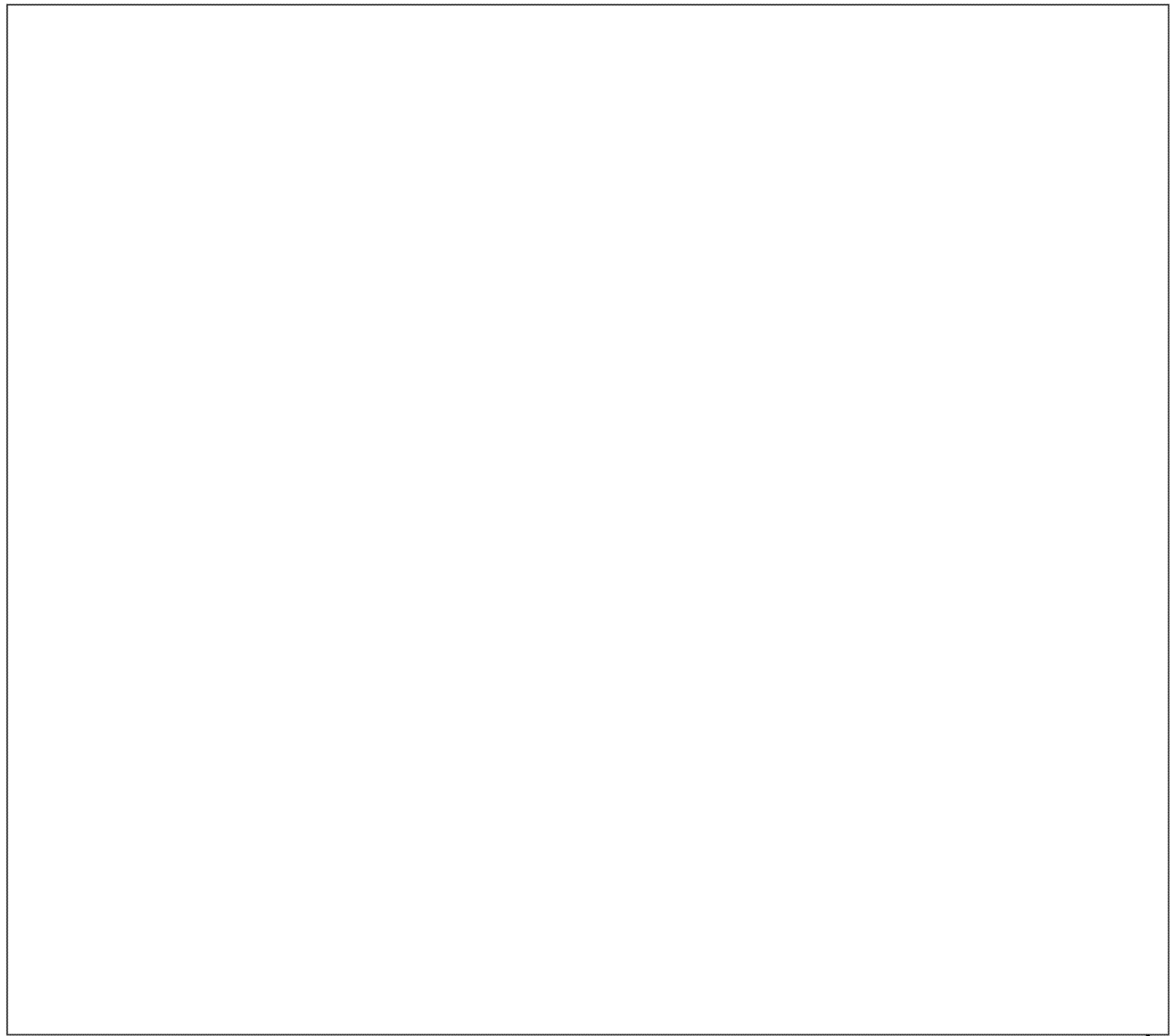
**FILE COPY OF STANDARD FORM 56**

**"AGENCY CERTIFICATION OF INSURANCE STATUS—  
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"**

**on file with the Retirement Operations Branch,  
Office of Personnel (x3257).**









SECRET

**ELECTION, DECLINATION, OR WAIVER  
OF LIFE INSURANCE COVERAGE**  
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL**

**TO COMPLETE THIS FORM—**

1

**FOLLOW THESE GENERAL INSTRUCTIONS:**

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2

**FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):**

NAME (last) (first) <u>21043</u> (middle)		DATE OF BIRTH (month day year)	SOCIAL SECURITY NUMBER
EMPLOYING DEPARTMENT OR AGENCY		LOCATION (City, State, ZIP Code)	

3

**MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):**

Mark here  
if you  
**WANT BOTH**  
optional and  
regular  
insurance

☐  
(A)

**ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here  
if you  
**DO NOT WANT**  
**OPTIONAL** but  
do want  
regular  
insurance

☒  
(B)

**DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here  
if you  
**WANT NEITHER**  
regular nor  
optional  
insurance

☐  
(C)

**WAIVER OF LIFE INSURANCE COVERAGE**

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

**SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",  
COMPLETE THE "STATISTICAL STUB," THEN RETURN  
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

DATE

20 February 1968

**FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

RECEIVED  
OFFICE  
MAR 15 10 20 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T  
JANUARY 1963  
(for use only until April 14, 1964,  
176-101)

**SECRET**  
(When Filled In)

### REPORT OF SERVICE ABROAD

**TO:** Office of Personnel, Transactions and Records Branch, Status Section

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE

**INSTRUCTIONS**

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED.

**PCS DATES OF SERVICE**

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS ( <i>Basic</i> ) 3 - CORRECTION 5 - CANCELLATION	27	38 39	40-42
09	12	67					1		065

**TDY DATES OF SERVICE**

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY ( <i>Basic</i> ) 4 - CORRECTION 6 - CANCELLATION	27	38 39	40-42

**OFFICE OF PERSONNEL USE ONLY - PUNCH AREA**

**SOURCE DOCUMENT AND CERTIFICATION**

TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER ( <i>Specify</i> )	

DOCUMENT IDENTIFICATION NO. <b>51115</b>	DOCUMENT DATE/PERIOD <b>9/13/67</b>
--	-------------------------------------

REMARKS

PREPARED BY	<input checked="" type="checkbox"/> REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE <b>9/15/67</b>	SIGNATURE
C & L DIVISION, CTR.		
C & T DIVISION		

THIS REPORT WILL BE FILED IN THE O  
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

**SECRET**  
(When Filled In)

<b>REQUEST FOR MEDICAL EVALUATION</b>		1. DATE OF REQUEST <b>7 July 1965</b>
2. NAME (Last, First, Middle) <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	3. POSITION TITLE <b>Ops Off Ch</b>	4. GRADE <b>GS-16</b>
5. OFFICE, DIVISION, BRANCH <b>IDP/GR</b>		6. EMPLOYEE'S EXT. <b>4496</b>
<b>7. PURPOSE OF EVALUATION</b>		
<input type="checkbox"/> PRE-EMPLOYMENT  <input type="checkbox"/> ENTRANCE ON DUTY  <input checked="" type="checkbox"/> TDY STANDBY  <input type="checkbox"/> SPECIAL TRAINING  <input type="checkbox"/> ANNUAL  <input type="checkbox"/> RETURN TO DUTY  <input type="checkbox"/> FITNESS FOR DUTY  <input type="checkbox"/> MEDICAL RETIREMENT	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input type="checkbox"/> HDQM/TDY  <input type="checkbox"/> OVERSEAS ASSIGNMENT  <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">ETD</div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;">STATION</div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;">TDY OR PCS</div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;">TYPE OF COVER</div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;">NO. OF DEPENDENTS TO ACCOMPANY</div> <div style="border: 1px solid black; padding: 2px; margin-top: 2px;">NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SP 89) ATTACHED</div> </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">         ETA  <hr/>         STATION  <hr/>         NO. OF DEP.'S       </div>	
<b>(PURSUE TDY STANDBY EXPIRES SEP 65)</b>		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input checked="" type="checkbox"/> YES  <input type="checkbox"/> NO		SIGNATURE <i>[Signature]</i> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
ROOM NO. & BUILDING <b>534004</b>		EXT. <b>3923</b>
10. COMMENTS  <div style="text-align: center; font-weight: bold; margin-top: 20px;">QUALIFIED FOR TDY STA UNTIL</div>		
11. REPORT OF EVALUATION <div style="border: 1px solid black; height: 30px; width: 100%; margin-top: 10px;"></div>		
DATE <b>17 29 65</b>		SIGNATURE FOR CHIEF OF MEDICAL STAFF <i>[Signature]</i>



FORM 1451  
RECORD OF OVERSEAS SERVICE

NAME OF EMPLOYEE: [REDACTED] EMPLOYEE SERIAL NO.: [REDACTED]

COMPLETED BY EMPLOYEE: YES [ ] NO [ ] TELEPHONE EXT.: [REDACTED]

DO NOT FOLD, STAPLE, SPINDLE, OR MUTILATE

INSTRUCTIONS: THIS FORM MUST BE RETURNED WHETHER YOU HAVE HAD OVERSEAS SERVICE OR NOT. PLEASE READ CAREFULLY INSTRUCTIONS ON ACCOMPANYING CARD; THEN FILL OUT THIS FORM AS ACCURATELY AS POSSIBLE.

DO NOT WRITE IN COLUMN	WHERE SERVICE WAS PERFORMED	DATE	DATES		SERVICE AS CIVILIAN - 1 MILITARY - 2 (ENTER NO.)	RESPONSIBLE U.S. GOVT. DEPT. OR AGENCY	DO NOT WRITE IN COLUMN
			FROM	TO			
			MO	YR	MO	YR	
050	AUSTRIA	1	05	1955	1	02	100
801	EUROPE	2	03	1956	1	03	100
801	EUROPE	2	06	1956	1	06	100
805		2	12	1957	1	12	100
840		1	03	1958	1	06	100
807		2	06	1958	2	06	620

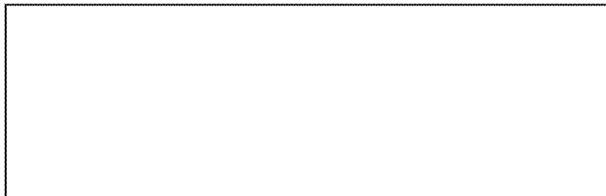
IF ADDITIONAL SPACE IS NEEDED CHECK HERE [ ] AND ASK YOUR ADMINISTRATIVE OFFICER FOR SUPPLEMENTAL CARDS

SECRET

CONFIDENTIAL  
(When Filled In)

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents  
of Handbook 20-4, Employee Conduct, dated 29 August 1961.



24 Oct 62  
Date

CONFIDENTIAL

**SECRET**  
(When Filled In)

CAREER PREFERENCE OUTLINE		
<p>This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. <u>Implementation of career preferences must depend upon the needs of the Organization.</u></p> <p align="center">- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -</p>		
SECTION A. GENERAL		
		8. SERVICE DESIGNATION <b>DI</b>
		9. GRADE <b>GS-13</b>
9. ORGANIZATIONAL TITLE		
SECTION B. CAREER INTERESTS		
9. GENERAL TYPE OF ACTIVITY		
<b>FI Operations (including planning and supervision)</b>		
10. SPECIFIC TYPE OF ACTIVITY (including assignments)		
A. IMMEDIATE (Within next 1 to 3 years)		
Remain in EE Division plus training and rotation in order to prepare for field assignment. Overseas tour - EE area - FI Operations		
B. LONG-RANGE (Within next 3 to 5 years)		
Return to field station, followed by PCS, Headquarters, EE Division		
SECTION C. TRAINING		
11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING		
A. IMMEDIATE (Within next 1 to 3 years)		
<b>Clandestine Services Review. O-10</b>		
B. LONG-RANGE (Within next 3 to 5 years)		
12. ADDITIONAL COMMENTS		
1. I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.		
13. DATE COMPLETED		14. SIGNATURE OF EMPLOYEE
7 Feb 57		See Item 21

FORM NO. 1030  
1 AUG 56

**SECRET**

Career Outline

(4)

SECRET  
(When Filled In)

SECTION D.	
COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE	
16. RELATIVE TO TRAINING FOR EMPLOYEE	
17. TYPED OR PRINTED NAME OF SUPERVISOR	
18. SIGNATURE	
19. TITLE	20. DATE
SECTION E.	
FOR USE OF CAREER SERVICE	
21. COMMENTS	
Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office, 2048 L	
22. TYPED OR PRINTED NAME	
24. TITLE	
23. DATE	21 FEB 1957
LEAVE BLANK	

SECRET

Ty R

1				die)	2. THIS DATE <i>1 June '56</i>
3. THE FOLLOWING ARE THE INSURANCE PROGRAMS HAVE BEEN EXPLAINED TO ME					
<input checked="" type="checkbox"/> BAD AGENT	<input type="checkbox"/> PROTECTIVE ASSOCIATION (PAEPA)		<input checked="" type="checkbox"/> DREAD DISEASES		
<input checked="" type="checkbox"/> GROUP HOSPITALIZATION INCORPORATED (GHI)			<input checked="" type="checkbox"/> INCOME REPLACEMENT		
<input type="checkbox"/> MUTUAL BENEFIT OF OHAWA - HOSPITALIZATION			<i>See 9764</i>		
<input checked="" type="checkbox"/> UNITED LIFE INSURANCE (ULIC)			CASH PAYMENT OF PREMIUMS AT THE TIME EMPLOYEE APPLIES FOR INSURANCE MUST COVER THE PERIOD OF TIME HE WILL BE AWAY FROM HEADQUARTERS.		
<input checked="" type="checkbox"/> AIR TRIP INSURANCE					
4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)					
5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.					
TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
<i>Bad Agent</i>		<input checked="" type="checkbox"/>		} <i>already being deducted</i>	
<i>Mutual</i>		<input checked="" type="checkbox"/>			
6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS				SIGNATURE OF EMPLOYEE	
7. EMPLOYEE INTERVIEWED BY		CPB (Signature)		ICD (Signature)	
8. REMARKS					
<p>When completed, the original of this form should be forwarded to TARR for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.</p> <p style="text-align: center; font-weight: bold;">INSURANCE QUESTIONNAIRE</p>					

**CONFIDENTIAL**  
(When Filled In)

1. *1/R*

2. THIS DATE *21 May 56*

3. THE FOLLOWING INSURED INSURANCE PROGRAMS HAVE BEEN EXAMINED BY ME:

☒ SA ☐ VETERANS PROTECTIVE ASSOCIATION (VAPRA) ☒ OUTR DISEASES

☒ GROUP HOSPITALIZATION INCORPORATED (GHI) ☒ INCOME REPLACEMENT

☒ MUTUAL BENEFIT OF OMAHA - HOSPITALIZATION

☒ UNITED LIFE INSURANCE (ULIC)

☒ AIR TRIP INSURANCE

\* CASH PAYMENT OF PREMIUMS AT THE TIME EMPLOYEE APPLIES FOR INSURANCE MUST COVER THE PERIOD OF TIME HE WILL BE AWAY FROM HEADQUARTERS.

4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)

5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.

TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
<i>D.H.I.</i>		<input checked="" type="checkbox"/>		<i>propd</i>	
<i>Red Enpld</i>		<input checked="" type="checkbox"/>			

6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS

SIGNATURE OF EMPLOYEE

7. EMPLOYEE INTERVIEWED BY *CPD (Signature)* *ICU (Signature)*

8. REMARKS

When completed, the original of this form should be forwarded to T&RB for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.

**INSURANCE QUESTIONNAIRE**

[illegible]

SECRET

## AGREEMENT

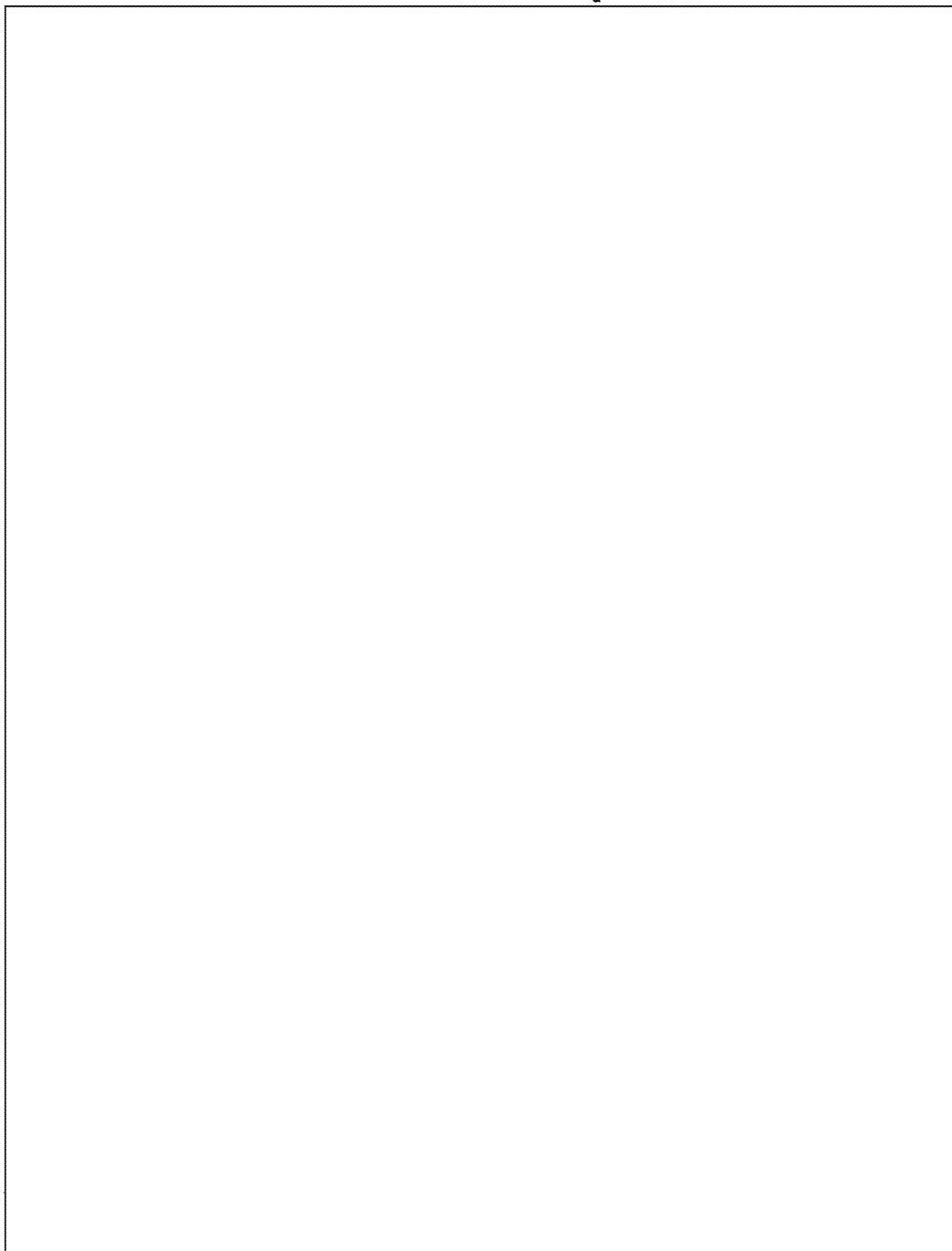
AGREEMENT made this 24th day of May, 1951, effective the 25th day of May, 1951, by and between the United States of America (hereinafter referred to as the Government), as represented by the Central Intelligence Agency, and  (hereinafter referred to as the Employee).

RECITALS

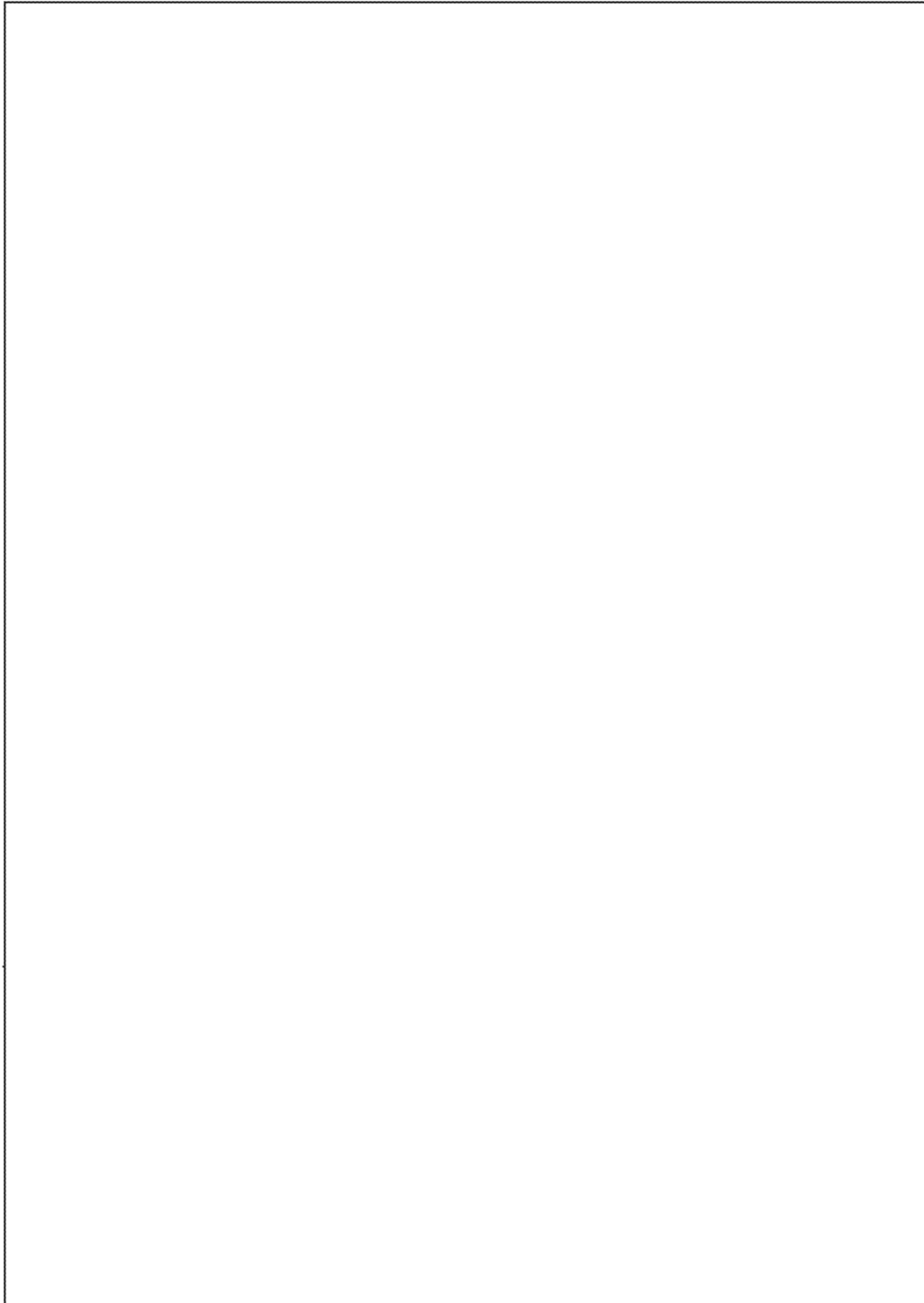
☐

SECRET



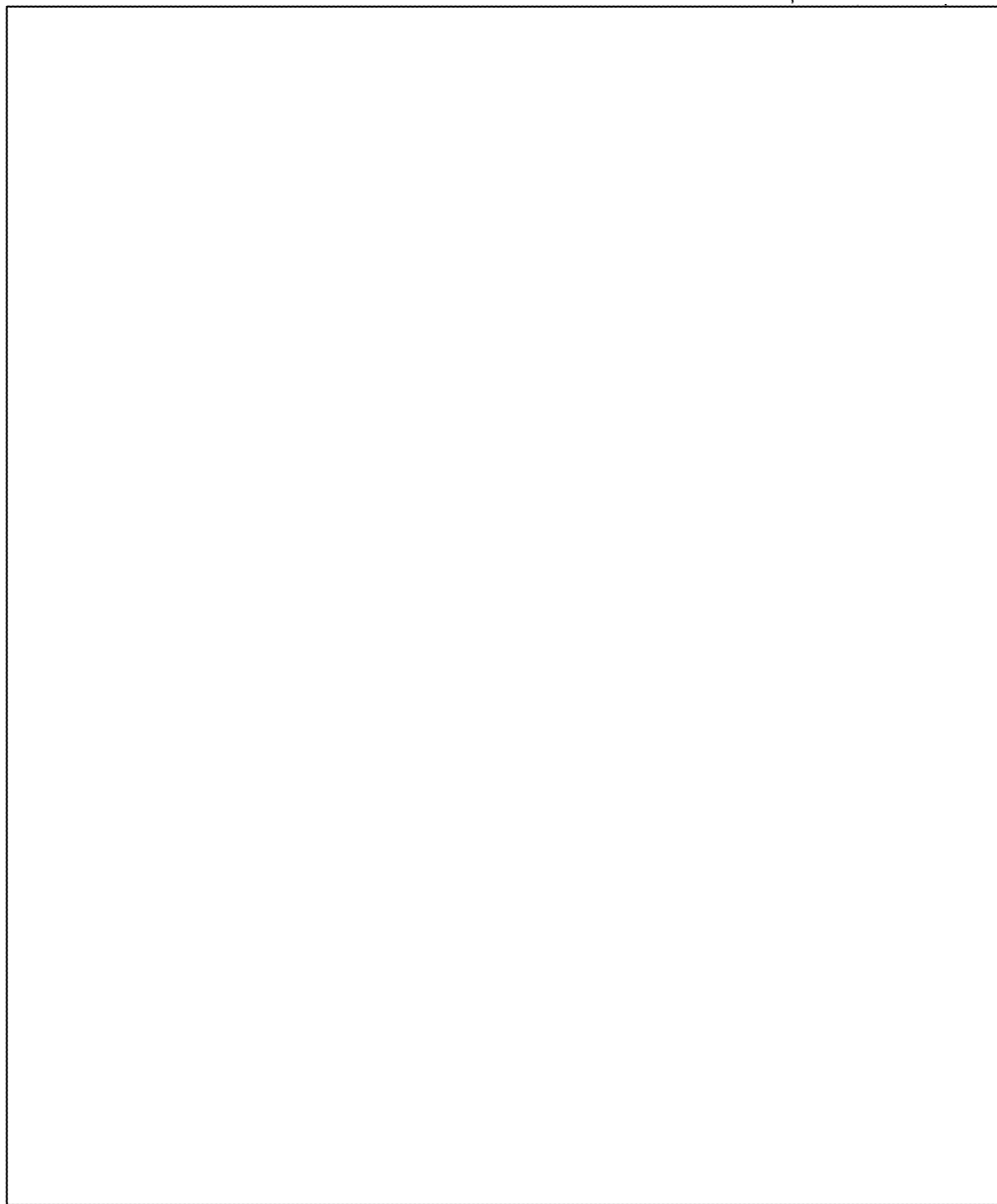
**SECRET****SECRET**

SECRET

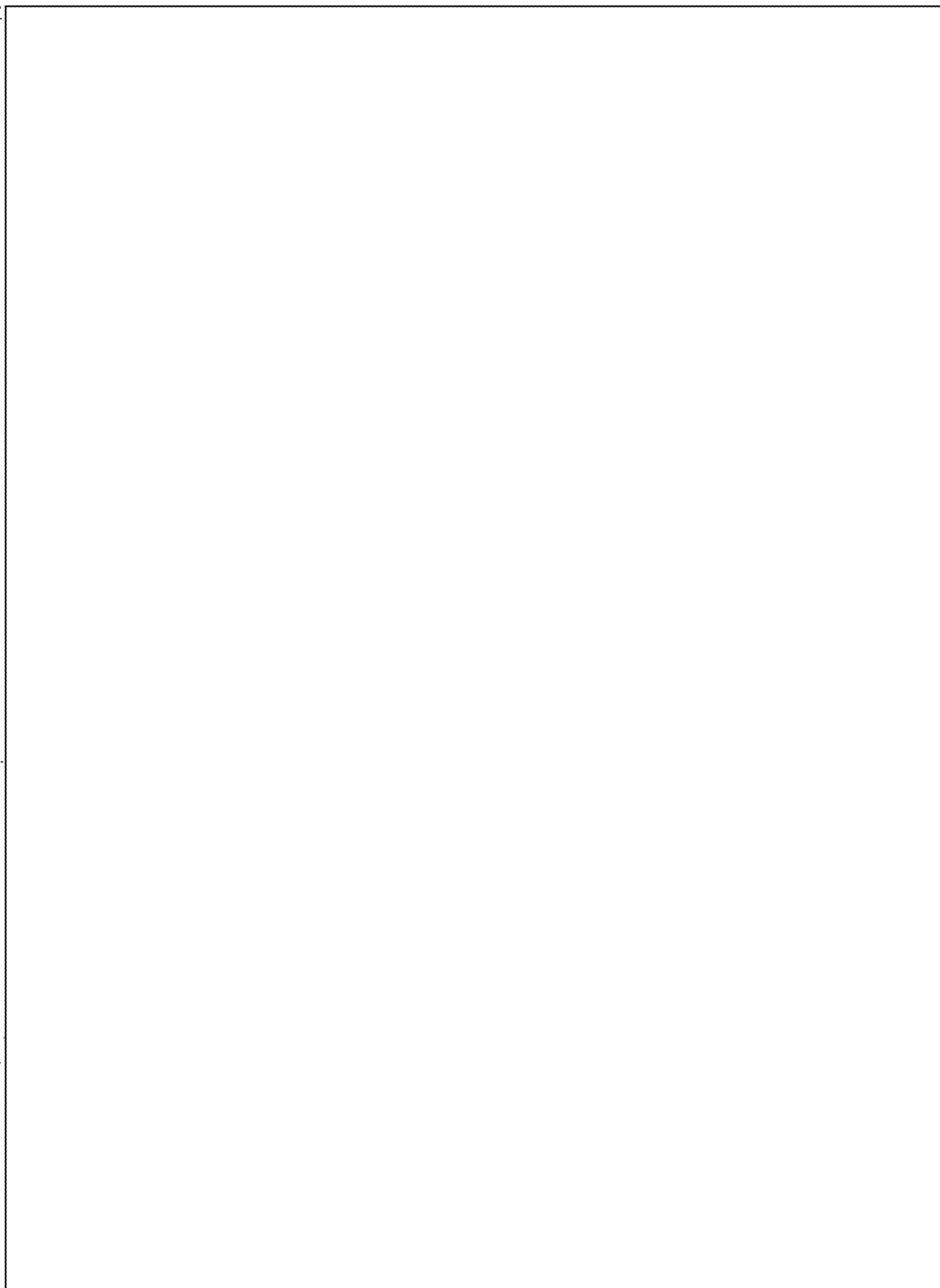


SECRET

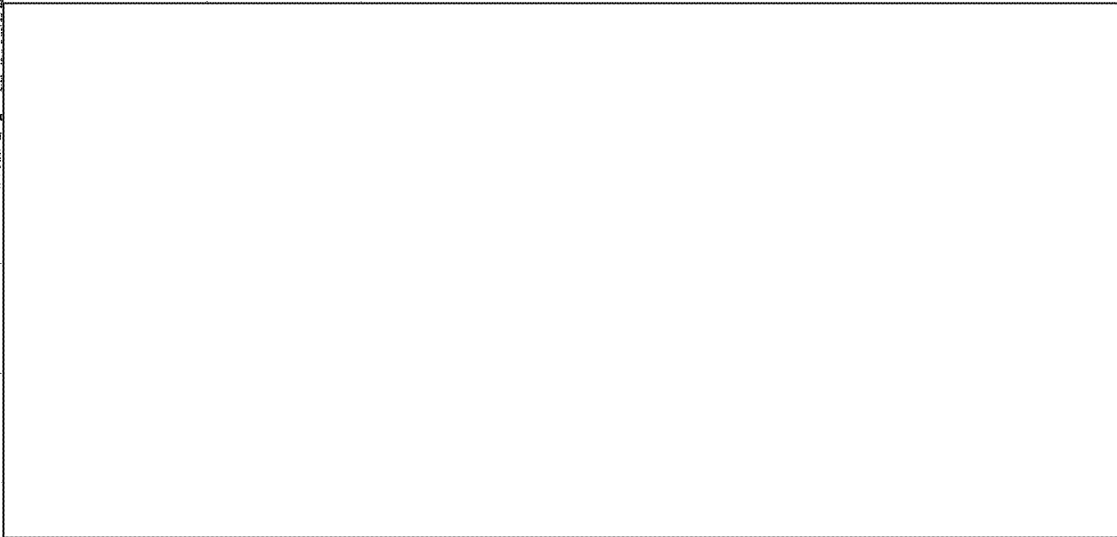
**S E C R E T**



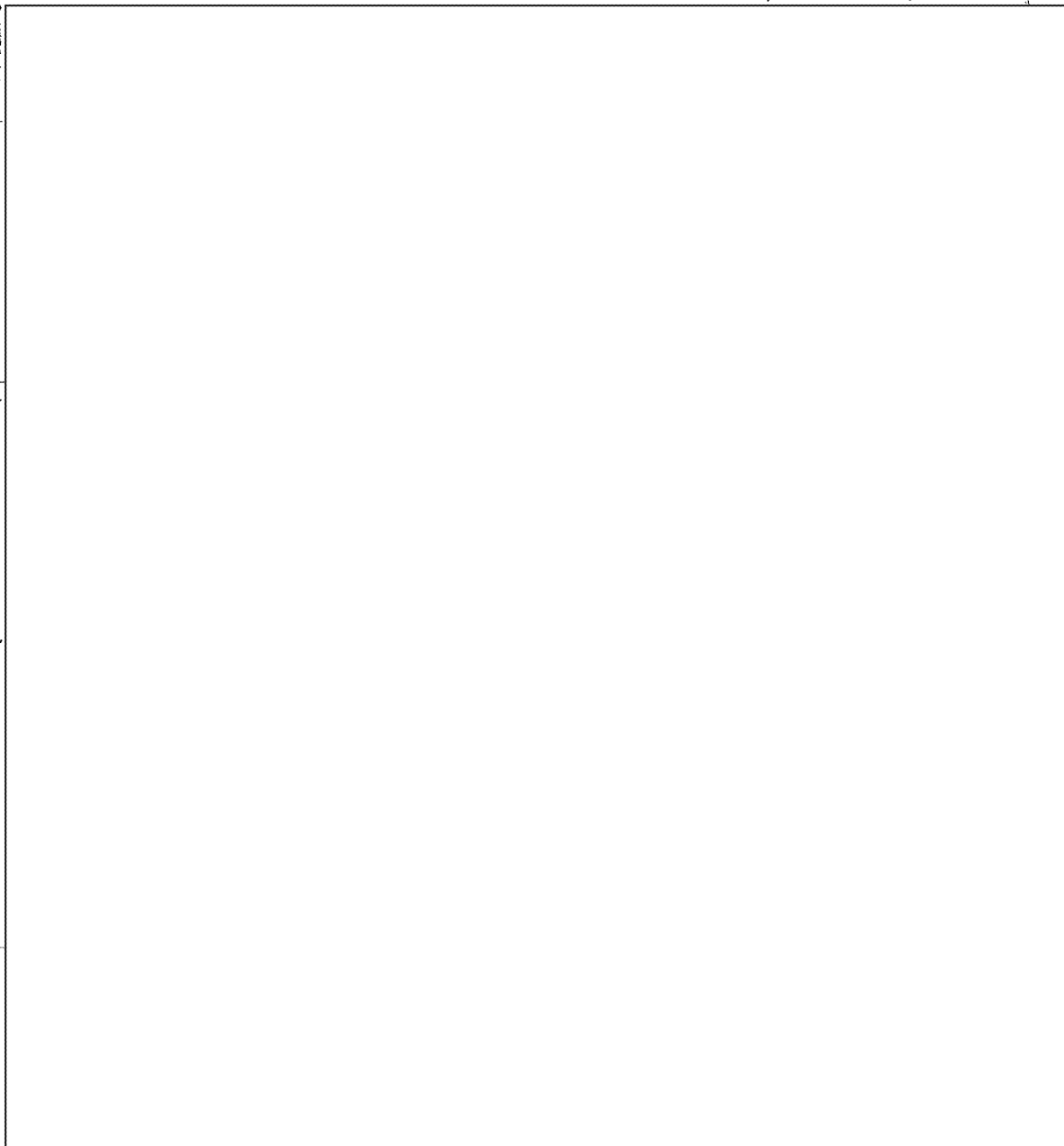
**SECRET**



**SECRET**



SECRET



FORM DSP-34  
9-1-48  
FORMERLY PS-372

DEPARTMENT STATE  
APPLICATION FOR EMPLOYMENT  
IN THE FOREIGN SERVICE OF THE UNITED STATES

BE BUREAU NO. 47-2071.1  
APPL. L EXPIRES AUGUST 31, 1950

THIS SPACE FOR OFFICE USE ONLY

INSTRUCTIONS—Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under item # 27.

PREVIOUS \_\_\_\_\_ CARGED \_\_\_\_\_ ACKNOWLEDGED \_\_\_\_\_  
INDEXED \_\_\_\_\_ INVESTIGATED \_\_\_\_\_ ACTION \_\_\_\_\_  
CODE \_\_\_\_\_ OTHER \_\_\_\_\_

DATE OF APPLICATION

Social Security No. 570-06-7715

POSITION APPLIED FOR

THIS SPACE FOR OFFICE  
USE ONLY

1. NAME (Last) (First) (Middle) (Maiden, if any)

2. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? ☐ YES ☒ NO  
IF ANSWER IS "YES", GIVE FULL DETAILS UNDER ITEM #37.

3a. PERMANENT ADDRESS (Place from which transportation will be authorized if appointed. Street number and name)

4. STATE OF WHICH YOU ARE A LEGAL RESIDENT

5. PRESENT ADDRESS IF DIFFERENT FROM ABOVE

PRESENT BUSINESS PHONE

8a. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?

8b. IF A NATURALIZED CITIZEN, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE

9. SEX ☒ MALE ☐ FEMALE

10. HEIGHT

11. WEIGHT

12. MARITAL STATUS

☒ SINGLE ☐ MARRIED

13. ☐ WIDOWED ☐ DIVORCED ☐ SEPARATED

13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ PER ANNUM

14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD?

None

15. FULL NAME OF HUSBAND/WIFE (If wife, maiden name)

D. DATE OF BIRTH

C. PLACE OF BIRTH (City, state, or country)

d. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?

e. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE.

16. DEPENDENTS

NAME

RELATIONSHIP

DATE OF BIRTH

None

17. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU ABROAD?

18a. FATHER'S NAME

b. PLACE OF BIRTH

c. OCCUPATION

20a. CAN YOU TAKE DICTATION?

☐ YES ☒ NO

b. ARE YOU A STENOGRAPHER?

☐ YES ☒ NO

c. CAN YOU TYPE BY TOUCH SYSTEM?

☒ YES ☐ NO

d. NAME OTHER OFFICE MACHINES YOU OPERATE

None

W.P.N.

W.P.N.

10

W.P.N.

21. MILITARY STATUS				
8. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE MERCHANT MARINE IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g. U.S. Army, Field Artillery)		9. SERVICE OR SPECIAL BRANCH		
<b>U. S. Marine Corps</b>				
10. DATE OF ENTRY ON ACTIVE DUTY		11. RATE OR RANK AT TIME OF		12. DATE OF NON-REARLE DISCHARGE OR SEPARATION
13. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION		14. PRESENT RATE OR RANK IF ON ACTIVE DUTY		
22a. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (Give year, title, and grade received)				
<b>None</b>				
15. DO YOU HAVE A PERMANENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		16. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT GIVE PRESENT GRADE AND DATE OF LAST CHANGE IN GRADE		
23. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE PARTICULARS UNDER ITEM #37.				
24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (Including service in the Armed Services of a Foreign power) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE DETAILS UNDER ITEM #37.				
25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.)				
26. FOREIGN LANGUAGES (Name and indicate the extent of your competence, i.e. Excellent, Good, Fair).				
a. LANGUAGE		b. READ	c. WRITE	d. SPEAK
<b>French</b>		<b>Excellent</b>	<b>Excellent</b>	<b>Excellent</b>
<b>German</b>		<b>Fair</b>	<b>Fair</b>	<b>Fair</b>
27. EDUCATION				
1. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8				
NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DEGREES CONFERRED
d. HIGH SCHOOLS OR PREPARATORY SCHOOLS				
e. COLLEGES OR UNIVERSITIES			<b>1</b>	
			<b>3</b>	<b>AB</b>
f. OTHER EDUCATIONAL INSTITUTIONS, OR TRAINING SCHOOLS			<b>2 1/2</b>	<b>MA</b> <b>PHD</b>
				<b>Int. Rel.</b> <b>B</b> <b>B</b>
28. EMPLOYMENT				
INSTRUCTIONS. (In the space provided below describe every position which you have held since you first began to work. Start with present position and work back to the first position which you held. Account for all periods of unemployment and state reasons of any unemployment indicated). Use continuation sheet if more space is required.				
PRESENT POSITION				
DATES OF EMPLOYMENT (Month, year) FROM: <b>July 1950</b> TO: <b>Present</b>		EXACT TITLE OF YOUR PRESENT POSITION		SALARY OR EARNINGS STARTING \$ PER YR. PRESENT \$ PER YR.
PLACE OF EMPLOYMENT (City, state)				
NAME AND ADDRESS OF EMPLOYER		DESCRIPTION OF YOUR WORK		
		<b>Unemployed</b>		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU				
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR				
REASON FOR DESIRING TO CHANGE EMPLOYMENT		IF CURRENTLY EMPLOYED, DO YOU APPROACH PRESENT EMPLOYER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		



DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	
DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	
DATES OF EMPLOYMENT (Month, year) FROM: _____ TO: _____ PLACE OF EMPLOYMENT (City, state) _____ NAME AND ADDRESS OF EMPLOYER _____ NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU _____ NAME AND TITLE OF IMMEDIATE SUPERVISOR _____ REASON FOR LEAVING _____		EXACT TITLE OF YOUR POSITION _____ SALARY OR EARNINGS STARTING \$ _____ PER YR. FINAL \$ _____ PER YR. DESCRIPTION OF YOUR WORK _____	

29. OTHER POSITIONS HELD FOR LESS THAN THREE MONTHS AND PERIODS OF UNEMPLOYMENT. (List - Beginning with most recent)			
DURATION	POSITION	NAME AND ADDRESS OF EMPLOYER OR REASON	STARTING AND FINAL SALARY PER ANNUM
July 1948 - Dec. 1948	Administrative Ass't.		Part time approx. \$1 hr.
June 1948 - July 1948	Administrative Ass't.		\$ _____
Apr. 1948 - June 1948	Administrative Ass't.		\$ _____

30. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.	
31a. HAVE YOU NOW OR HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	31b. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
32. WITHIN THE PAST FIFTEEN MONTHS, HAVE YOU FREQUENTLY USED INTOXICATING BEVERAGES TO EXCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	33. HAVE YOU EVER HAD TUBERCULOSIS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
34. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #37.



SECRET

## TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may within his discretion show it to other members of his staff, the report should never be shown to the student whom it concerns.

2. The report summarizes the findings, observations, and opinions of the various instructors during the course listed only, with no reference to other facts or findings about the student. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer.

STUDENT'S NAME  DATE OF REPORT 8 December 1950  
 TRAINING COURSE Advanced Operations - XI DIVISION OSO/FOM Age 25 GRADE GS-9  
 TRAINING PERIOD 30 October - 1 December 1950 PROJECTED ASSIGNMENT Intelligence Officer  
Germany

1. PERFORMANCE RECORD. The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scale: 0 to 59% unsatisfactory; 60 to 79% satisfactory; 80 to 89% excellent; 90 to 100% superior.

	Possible Score	Achieved Score
FACTS (1) Comprehension of mission of OSO . . . . .	(40%)	36
(2) Comprehension of mission of OPC . . . . .	(40%)	36
(3) Comprehension of operational procedures . . . . .	(25%)	22
(4) Comprehension of operational policy . . . . .	(25%)	24
(5) USSR and Communism (clandestine aspects) . . . . .	(20%)	18
SKILLS (6) Evaluation of operational data . . . . .	(30%)	27
(7) Operational planning . . . . .	(30%)	26
(8) Operational mechanics . . . . .	(30%)	28
(9) Personality analysis . . . . .	(30%)	27
(10) Personality manipulation . . . . .	(30%)	29
TOTAL	(320%)	273

Overall adjectival rating . . . . . Superior (91%)

2. TRAIT CHARACTERISTICS RECORD. The following indicates the various personality traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations. A scale of 0 to 10 is used, 0 indicating that the trait has not been observed, the lower numbers indicating below average, and the higher indicating above average.

	Rating
(1) Ability to get along and work with people . . . . .	9
(2) Ability to grasp instructions . . . . .	9
(3) Enthusiasm and interest in work . . . . .	9
(4) Industriousness . . . . .	10
(5) Practical intelligence . . . . .	8
(6) Astuteness . . . . .	7
(7) Adaptability . . . . .	7
(8) Effectiveness . . . . .	9
(9) Stability . . . . .	8
(10) Initiative . . . . .	9
(11) Imagination . . . . .	8
(12) Ability to handle and direct people . . . . .	8

3. COMMENT: (To be used only in cases of outstanding strengths or weaknesses)

(See back of page)

APPROVED.

REVIEWED.

ADSO  
 Chief, FOM  
 STB  
 CAU  
 Files

COMMENT:

It is worthy of note that [ ] is the third student to be rated Superior since the initiation of the AOC.

**SECRET**

12 December 1950

MEMORANDUM TO: Chief, FDM

FROM : Chief, TAD

SUBJECT : 

1. It is with pleasure that the instructors and staff of TAD commend  on his outstanding performance throughout the period of his training.

2. It is felt by the above mentioned officers that he is the type of individual which can contribute greatly to the mission of CIA.

  
Chief, TAD

## APPOINTMENT AFFIDAVITS

**IMPORTANT**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA  
(Department or agency)

ADVISORY COUNCIL  
(Bureau or division)

WASHINGTON, D. C.  
(Place of employment)

I, , do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated 11 May 1960, 19  , filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Subscribed and sworn before me this 24th day of July, A. D. 1960,

at Washington,  
(City)

D. C.

[SEAL]

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)

2. (A) DATE OF BIRTH

(B) PLACE OF BIRTH (city or town and State or country)

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY

(B) RELATIONSHIP

(C) STREET AND NUMBER, CITY AND STATE

(D) TELEPHONE NO.

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If no, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	MAR- RIED (Check one)	SINGLE
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>
		1. _____ 2. _____ 3. _____		<input type="checkbox"/>	<input type="checkbox"/>

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN

YES NO

ITEM NO.

10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS

WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY

5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?

X

6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?

X

If your answer is "Yes", give details in Item 10.

7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA OR ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?

X

If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.

8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNDESIRABLE SERVICE FROM ANY POSITION?

X

If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.

9. HAVE YOU WITHIN 12 MONTHS, HAVE YOU EVER BEEN ARRESTED, INDICTED OR SUBPOENAED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF YOUR LICENSE WAS IMPOSED)?

X

If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.

### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee.*—The appointee's signature and handwriting are to be compared with the application and with previous records. The physical appearance may be checked against the medical certificate. The appointee may also be questioned as to his personal history for agreement with his previous statements.

(2) *Age.*—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointee may not be consummated.

(3) *Citizenship.*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family.*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appointing office of the Civil Service Commission for decision.

CENTRAL INTELLIGENCE AGENCY

2430 E STREET NW.

WASHINGTON 25, D. C.

Date 24 July 1950

Dear [redacted]

1. This is to notify you that the United States Government as represented by the Central Intelligence Agency, has accepted your employment effective. 24 July 1950.

Position: Intelligence Officer GS-9

Base Salary: GS-9,, \$4600.00 per annum

2. You will be:

a. Entitled to annual and sick leave in accordance with Civil Service Commission rules and regulations, or such other provisions of law or regulations as may be established in lieu thereof.

b. Reimbursed for travel expenses in accordance with CIA Regulations or Standardized Government Travel Regulations, as amended.

c. If stationed outside continental United States, granted such monetary allowances as are prescribed by CIA Regulations.

3. Employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of six months from date of employment. In the event either training or performance of duty is deemed unsatisfactory by CIA, you will be offered other types of employment if available, or your employment will be terminated.

4. Your appointment is for such time as your services may be required and funds are available for the work of CIA. Notice of termination will be given you by procedure similar to that provided by Civil Service rules and regulations.

[redacted]  
Official authorized to sign letters of appointment

I accept the above agreement as a condition of my employment by CIA.

[redacted] — 24 July 1950  
Date

Form No. 51-105  
June 1948



### TEST RECORD

#### A. EVALUATION OF TEST RESULTS

On basis of thest scores, subject appears well qualified for P-3 Intelligence Officer utilising academic background and pertinent experience. Good knowledge of French indicated by reading test.

[illegible]

~~CONFIDENTIAL~~ - Not to be Discussed  
with Applicant or Employee

DATE \_\_\_\_\_

7-20-49

NAME (Last, First, Middle Initial)

SERVICE, GRADE, POSITION

**B-3 Research Analyst**

## B. PERSONAL DATA

AGE 21 SEX MALE ☒ FEMALE ☐ STATUS NEW EMPL. ☒ ☐ ELEM. ☐ H.SCH. ☐ EDUCATION COLLEGE ☐ DEGREE ☐ MAJOR:

### C. RAW TEST DATA

[illegible]


TYPE OF TEST	RAW SCORE	PERCENTILE	TYPE OF TEST	RAW SCORE	PERCENTILE
1. 1000 METERS	100	100	1. 1000 METERS	100	100
2. 2000 METERS	100	100	2. 2000 METERS	100	100
3. 3000 METERS	100	100	3. 3000 METERS	100	100
4. 4000 METERS	100	100	4. 4000 METERS	100	100
5. 5000 METERS	100	100	5. 5000 METERS	100	100
6. 6000 METERS	100	100	6. 6000 METERS	100	100
7. 7000 METERS	100	100	7. 7000 METERS	100	100
8. 8000 METERS	100	100	8. 8000 METERS	100	100
9. 9000 METERS	100	100	9. 9000 METERS	100	100
10. 10000 METERS	100	100	10. 10000 METERS	100	100
11. 11000 METERS	100	100	11. 11000 METERS	100	100
12. 12000 METERS	100	100	12. 12000 METERS	100	100
13. 13000 METERS	100	100	13. 13000 METERS	100	100
14. 14000 METERS	100	100	14. 14000 METERS	100	100
15. 15000 METERS	100	100	15. 15000 METERS	100	100
16. 16000 METERS	100	100	16. 16000 METERS	100	100
17. 17000 METERS	100	100	17. 17000 METERS	100	100
18. 18000 METERS	100	100	18. 18000 METERS	100	100
19. 19000 METERS	100	100	19. 19000 METERS	100	100
20. 20000 METERS	100	100	20. 20000 METERS	100	100
21. 21000 METERS	100	100	21. 21000 METERS	100	100
22. 22000 METERS	100	100	22. 22000 METERS	100	100
23. 23000 METERS	100	100	23. 23000 METERS	100	100
24. 24000 METERS	100	100	24. 24000 METERS	100	100
25. 25000 METERS	100	100	25. 25000 METERS	100	100
26. 26000 METERS	100	100	26. 26000 METERS	100	100
27. 27000 METERS	100	100	27. 27000 METERS	100	100
28. 28000 METERS	100	100	28. 28000 METERS	100	100
29. 29000 METERS	100	100	29. 29000 METERS	100	100
30. 30000 METERS	100	100	30. 30000 METERS	100	100
31. 31000 METERS	100	100	31. 31000 METERS	100	100
32. 32000 METERS	100	100	32. 32000 METERS	100	100
33. 33000 METERS	100	100	33. 33000 METERS	100	100
34. 34000 METERS	100	100	34. 34000 METERS	100	100
35. 35000 METERS	100	100	35. 35000 METERS	100	100
36. 36000 METERS	100	100	36. 36000 METERS	100	100
37. 37000 METERS	100	100	37. 37000 METERS	100	100
38. 38000 METERS	100	100	38. 38000 METERS	100	100
39. 39000 METERS	100	100	39. 39000 METERS	100	100
40. 40000 METERS	100	100	40. 40000 METERS	100	100
41. 41000 METERS	100	100	41. 41000 METERS	100	100
42. 42000 METERS	100	100	42. 42000 METERS	100	100
43. 43000 METERS	100	100	43. 43000 METERS	100	100
44. 44000 METERS	100	100	44. 44000 METERS	100	100
45. 45000 METERS	100	100	45. 45000 METERS	100	100
46. 46000 METERS	100	100	46. 46000 METERS	100	100
47. 47000 METERS	100	100	47. 47000 METERS	100	100
48. 48000 METERS	100	100	48. 48000 METERS	100	100
49. 49000 METERS	100	100	49. 49000 METERS	100	100
50. 50000 METERS	100	100	50. 50000 METERS	100	100
51. 51000 METERS	100	100	51. 51000 METERS	100	100
52. 52000 METERS	100	100	52. 52000 METERS	100	100
53. 53000 METERS	100	100	53. 53000 METERS		

DIRECTIONS		DIRECTIONS	
DATE: CLERICAL		LA-4	
SPELLING		GEN. TEST I	
SENTENCES		FRENCH LL	46
NUMERICAL AB.		FRENCH UL	
ARSTR. REAS.		GERMAN LL	
SPACE ROL.		ITALIAN LL	
VERB. REAS.		SPANISH LL	
MECH. REAS.		Otto Higher A	74
SUPV. TEST FORM			99

TYPE OF TEST	RAW SCORE	PERCENT- ILE
AREA INFO (AFFAIRS)		
AREA INFO (PEOPLE)		
SENNETT LIBRARY INFO		
CIA CLASSIF. I		
CIA CLASSIF. II		
CORR. AND EFF. OF EXP.		
CSU TEST: FORM		
TECHNICAL READING		
WATSON-GLASER:		
GENERALIZATIONS	20	99
INFERENCES	39	93
DISC. ARGUMENTS	74	65
RECOG. ASSUMPTIONS	19	99
GEN. LOG. REAS.	25	99
CONSISTENCY	25	95
APPL. LOG. REAS.	24	98

OSD

## REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

20 July 1950

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR  
#1 & New Employee☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

DEFECTS NOTED:

None

FORM NO. 37-32  
DEC 1948

## REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

OSD

26 Jan 51

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR

#1 Overseas

☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

DEFECTS NOTED:

None

FORM NO. 37-32  
DEC 1948

SECRET

(WHEN FILLED IN)

CERTIFICATION OF LANGUAGE PROFICIENCY																	
1. EMPLOYEE NO.		2. NAME (LAST-FIRST-MIDDLE)					3. TYPE CHANGE		4. LANGUAGE DATA PRIOR TO TEST								
							AWARD CHANGE DELETE		CODE	LAN. CODE	R	W	P	S	U	I/T	YEAR
5. LANGUAGE DATA AFTER TEST							6. DATE TESTED		7. DATE OF BIRTH		8. GRADE		9. OFFICE OR DIVISION				
LAN. CODE R W P S U I/T YEAR							09/22/66		11/11/25		16		SB				
10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN _____ AND YOUR TEST SCORES ARE AS FOLLOWS: (NAME OF LANGUAGE)																	
READING		WRITING		PRONUNCIATION		SPEAKING		UNDERSTANDING		TEST RATINGS							
I		r		I		CODED		I		Q = ZERO I = INTERMEDIATE S = BLIGHT H = HIGH E = ELEMENTARY N = NATIVE							
11. REMARKS										12. SIGNATURE							
FOR <b>QUALIFICATIONS</b> DATE <u>21 OCT 1966</u>										KLo 13. LD NUMBER 12622							

FORM  
11-64

1273

OBSOLETE PREVIOUS  
EDITIONS

(10-45)

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

1 - CP/QAB

SECRET

(When Filled In)

LANGUAGE PROFICIENCY AND AWARDS DATA									
1. PERSONNEL SERIAL NO. (1-8)			2. L.D. NO.				3. NAME (7-24)		
156043			6046						
7. LANGUAGE			8. CODE (25-27)		9. DATE OF TEST		10. ANNIVERSARY DATE (28-33)		
French			265		June 18, 1960		June 17, 1961		
11. TEST PURPOSE		12. TEST SCORES		13. ELIGIBILITY (30)					
AWARD		READING (34)		WRITING (35)		PRONUNCIATION (36)		SPEAKING (37)	
SKILL		I		I		H		H	
14. I CERTIFY THIS EMPLOYEE FOR AWARD					15. TYPE OF AWARD				
SIGNATURE					DATE				
16. AMOUNT OF AWARD					17. I CERTIFY THAT FUNDS ARE AVAILABLE				
\$ 300.00					OBLIGATION REF. NO.				
18. FEDERAL TAX DEDUCTION					SIGNATURE				
\$									
19. STATE/DC TAX DEDUCTION					20. CHARGE ALLOTMENT NO.				
\$					DATE				
21. NET AMOUNT OF AWARD					22. EMPLOYEE PAYROLL NO.				
\$									
23. FORWARD CHECK TO					24. ALLOTMENT OF ASSIGNMENT				
					25. CHECK NO.				
					DATE				

FORM

4-58 1273 USE PREVIOUS EDITIONS

SECRET

(10-45) MRD COPY

SECRET

(When Filled In)

1. PERSONNEL SERIAL NO. (1-6) 126043		LANGUAGE PROFICIENCY AND AWARDS DATA			2. LD NO. 6070	
3. NAME (7-24)		4. COMPONENT 25		5. GRADE 14		6. DATE OF BIRTH Nov. 11, 1925
7. LANGUAGE German		8. CODE (23-27) 604		9. DATE OF TEST June 17, 1960		10. ANNIVERSARY DATE (28-29) June 17, 1961
11. TEST PURPOSE AWARD		12. TEST SCORES				13. ELIGIBILITY (39)
READING (24) 7		WRITING (35) 7		PRONUNCIATION (36) 7		AWARDABLE A M
SPEAKING (37) 7		UNDERSTANDING (38) 7				NOT AWARDABLE
14. I CERTIFY THIS EMPLOYEE FOR AWARD				15. TYPE OF AWARD		
SIGNATURE		DATE		A-M E-I-H C R-W-B D-V		
				A O-I H V		
16. AMOUNT OF AWARD		\$ 200.00		17. I CERTIFY THAT FUNDS ARE AVAILABLE		
18. FEDERAL TAX DEDUCTION		\$		OBLIGATION REF. NO. SIGNATURE		
19. STATE/DC TAX DEDUCTION		\$		20. CHARGE ALLOTMENT NO. DATE		
21. NET AMOUNT OF AWARD		\$		22. EMPLOYEE PAYROLL NO.		
23. FORWARD CHECK TO				24. ALLOTMENT OF ASSIGNMENT		
				25. CHECK NO. DATE		

FORM 1273 USE PREVIOUS EDITIONS  
4-58

SECRET

(10-48) MRD COPY

SECRET

(When Filled In)

1. PERSONNEL SERIAL NO. (1-6) 126043		LANGUAGE PROFICIENCY AND AWARDS DATA			2. LD NO. 6027	
3. NAME (7-24)		4. COMPONENT 25		5. GRADE 14		6. DATE OF BIRTH Nov. 11, 1925
7. LANGUAGE German		8. CODE (23-27) 281		9. DATE OF TEST June 15, 1960		10. ANNIVERSARY DATE (28-29) June 17, 1961
11. TEST PURPOSE AWARD		12. TEST SCORES				13. ELIGIBILITY (39)
READING (24) 7		WRITING (35) 7		PRONUNCIATION (36) 7		AWARDABLE A M
SPEAKING (37) 7		UNDERSTANDING (38) 7				NOT AWARDABLE
14. I CERTIFY THIS EMPLOYEE FOR AWARD				15. TYPE OF AWARD		
SIGNATURE		DATE		A-M E-I-H C R-W-B D-V		
				A O-I H V		
16. AMOUNT OF AWARD		\$ 200.00		17. I CERTIFY THAT FUNDS ARE AVAILABLE		
18. FEDERAL TAX DEDUCTION		\$		OBLIGATION REF. NO. SIGNATURE		
19. STATE/DC TAX DEDUCTION		\$		20. CHARGE ALLOTMENT NO. DATE		
21. NET AMOUNT OF AWARD		\$		22. EMPLOYEE PAYROLL NO.		
23. FORWARD CHECK TO				24. ALLOTMENT OF ASSIGNMENT		
				25. CHECK NO. DATE		

FORM 1273 USE PREVIOUS EDITIONS  
4-58

SECRET

(10-48) MRD COPY

SECRET

(When Filled In)

## PERIODIC SUPPLEMENT

## PERSONAL HISTORY STATEMENT

THIS DATE

30 July 1957

## INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

## SECTION I

## GENERAL

1. FULL NAME (Last-First-Middle)

18 SEP 1957

2. CURRENT ADDRESS (No., Street, City, Zone, State)

3. PERMANENT ADDRESS (No., Street, City, Zone, State)

4. HOME TELEPHONE NUMBER

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE

Virginia

## SECTION II

## PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.

2. RELATIONSHIP

Wife

3. HOME

4. BUSI

(If) INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE

5. HOME

HOME NUMBER

7. BUSINESS TELEPHONE EXTENSION

NA

6. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

NA

## SECTION III

## MARITAL STATUS

1. CHECK (X) ONE:

SINGLE

X MARRIED

WIDOWED

SEPARATED

DIVORCED

ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

3. NAME

(First)

(Middle)

(Maiden)

(Last)

4. DATE OF MARRIAGE

5. PLACE OF MARRIAGE (City, State, Country)

Vienna, Austria

6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)

7. LIVING

8. DATE OF DEATH

9. CAUSE OF DEATH

X YES

NO

NA

NA

10. CURRENT ADDRESS (Give last address, if deceased)

11. 1

12. 1

13. CITIZENSHIP (Country)

14. DATE ACQUIRED

15. WHERE ACQUIRED (City, State, Country)

Vienna, Austria

16. OCCUPATION

Housewife

17. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, list two employers)

NA

18. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

NA

SECTION III CONTINUED TO PAGE 2

FORM 444b USE PREVIOUS EDITIONS.  
4-57

SECRET

(4)

QUALIFICATIONS  
DATE JUN 1958

SECRET

(When Filled In)

## SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From: and To: ) BY MONTH AND YEAR	
NA	
22. BRANCH OF SERVICE	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED
NA	
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN	
NONE	

## SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
1	4. ADDRESS		
	5. CITIZENSHIP		
2	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
3	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
4	1. FULL NAME		
	4. ADDRESS		
	5. CITIZENSHIP		
5. SPECIAL NOTES			

## SECTION V

## FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.		
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.		
NA		
5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.		
NA		

SECTION V CONTINUED TO PAGE 2

SECRET

**SECRET**  
(When Filled In)

SECTION V CONTINUED FROM PAGE 2								
6. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS								
NAME OF INSTITUTION			ADDRESS (City, State, Country)					
National Savings and Trust Company			Washington, D.C.					
7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY?			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>					
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)								
NA								
SECTION VI CITIZENSHIP								
1. COUNTRY OF CURRENT CITIZENSHIP		2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE:						
USA		<input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):						
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP?		4. GIVE PARTICULARS						
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		NA						
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.)								
NA								
SECTION VII EDUCATION								
1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED								
LESS THAN HIGH SCHOOL GRADUATE		OVER TWO YEARS OF COLLEGE - NO DEGREE						
HIGH SCHOOL GRADUATE		BACHELOR'S DEGREE						
TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE		GRADUATE STUDY LEADING TO HIGHER DEGREE						
TWO YEARS COLLEGE OR LESS		MASTER'S DEGREE <input type="checkbox"/> DOCTOR'S DEGREE <input checked="" type="checkbox"/>						
2. COLLEGE OR UNIVERSITY STUDY								
NAME AND LOCATION OF COLLEGE OR UNIVERSITY		SUBJECT		DATE ATTENDED		DEGREE REC'D	DATE REC'D	SEM/OTH HRS. COMPLETED (Specify)
		MAJOR	MINOR	FROM	TO			
3. TRADE, COMMERCIAL AND VOCATIONAL SCHOOLS								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS				
		FROM	TO					
None								
4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS				
		FROM	TO					
5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE								

**SECRET**  
3

**SECRET**  
(When Filled In)

SECTION VIII GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT OTHER THAN ORGANIZATION EXPERIENCE. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE," INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
			X	X	X	
				X	X	

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

Residence with family in 20's; graduate study and tourist travel in other areas, 1947-50.

3. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITY.

NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY		
			HOOTS ASSIGNMENT	FIELD ASSIGNMENT	TRAINING

SECTION IX TYPING AND STENOGRAPHIC SKILLS				
1. TYPING (W.P.M.)	2. STENOGRAPHY (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM		
40		<input type="checkbox"/> GREGG	<input type="checkbox"/> SPEEDWRITING	<input type="checkbox"/> STENOGRAPHY
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Micrograph, Card Punch, etc.)				
None				
SECTION X SPECIAL QUALIFICATIONS				
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH				
tennis (good), golf (fair), swimming (good), Chess (fair), skiing (fair), hunting (fair), fishing (fair)				
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK				
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTHAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.				
None				
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Engineer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF ANY.				
No				
5. FIRST LICENSE OR CERTIFICATE (Year of Issue)		6. LATEST LICENSE OR CERTIFICATE (Year of Issue)		

**SECRET**



**SECRET**  
(When Filled In)

**SECTION X CONTINUED FROM PAGE 2**

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)

and published

International Protection of National Minorities, 1950 (book written/as doctoral dissertation)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

None.

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

None.

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

None.

**SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE**

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
July 1950-June 1951	GS-9	Advisory Council and FDM German and Austrian Branches.
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
0		
6. DESCRIPTION OF DUTIES		
desk case officer and undergoing training		

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
July 1951 to September 1955	GS-12	FDM and EE Division, Austrian Station
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
4-5	Case Officer and Chief, CE Austria	
6. DESCRIPTION OF DUTIES		

6. DESCRIPTION OF DUTIES		

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

**SECRET**  
5

## SECRET

(When Filled In)

SECTION XII		CHILDREN AND OTHER DEPENDENTS				
1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.		1		2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepparents, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.		
		0				
3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS						
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS						
DATE COMPLETED		SIGNATURE OF EMPLOYEE				

SECRET

SECRET  
(When Filled In)

LANGUAGE DATA RECORD				
PART I-GENERAL				
1. NAME (Last-First-Middle)		2. DATE OF BIRTH		
3. LANGUAGE	4. TODAY'S DATE		5.	
	MONTH	DAY	YEAR	
	JUNE	17	1957	<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

FORM NO. 444C  
1 FEB 52

SECRET

(4-43)

CONTINUATION OF PART II—LANGUAGE ELEMENTS	
<b>SECTION D. Speaking (43)</b>	
1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.	
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.	
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.	
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.	
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.	
<b>SECTION E. Understanding (44)</b>	
1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.	
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.	
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.	
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.	
BEFORE CONTINUING — CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
<b>PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)</b>	
1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.	
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.	
3. BOTH OF THE ABOVE STATEMENTS APPLY.	
4. NONE OF THE ABOVE STATEMENTS APPLY.	
<b>PART IV—CERTIFICATION</b>	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE-PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGN
17 June 1957	
(46)	(47)

SECRET  
(When Filled In)

(1-6)		LANGUAGE DATA RECORD	
PART I-GENERAL			
1. NAME (Last-First-Middle) (17-24)		2. DATE OF BIRTH (25-36)	
3. LANGUAGE (37-39)		4. TODAY'S DATE (34-39)	
		MONTH DAY YEAR June 17 1957	
		<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
PART II-LANGUAGE ELEMENTS			
SECTION A. Reading (40)			
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.			
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.			
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.			
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.			
5. I HAVE NO READING ABILITY IN THE LANGUAGE.			
SECTION B. Writing (41)			
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.			
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.			
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.			
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.			
5. I CANNOT WRITE IN THE LANGUAGE.			
SECTION C. Pronunciation (42)			
1. MY PRONUNCIATION IS NATIVE.			
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.			
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.			
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.			
5. I HAVE NO SKILL IN PRONUNCIATION.			
CONTINUE ON REVERSE SIDE			

## CONTINUATION OF PART II- LANGUAGE ELEMENTS

## SECTION D.

## Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

## SECTION E.

## Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

## PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

## PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

17 June 1954

SIGN

(46)

**SECRET**  
(When Filled In)

<b>LANGUAGE DATA RECORD</b>				
<b>PART I-GENERAL</b>				
1. NAME (Last-First-Middle)			2. DATE OF BIRTH	
3. LANGUAGE	4. TODAY'S DATE		5.	
	MONTH	DAY	YEAR	<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
	JUNE	17	1957	
<b>PART II-LANGUAGE ELEMENTS</b>				
<b>SECTION A. Reading (40)</b>				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (NEWSPAPERS, REFERENCE MATERIALS, ETC.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
<b>SECTION B. Writing (41)</b>				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
<b>SECTION C. Pronunciation (42)</b>				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
<b>CONTINUE ON REVERSE SIDE</b>				

CONTINUATION OF PART II—LANGUAGE ELEMENTS	
SECTION D. Speaking (43)	
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4.	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
SECTION E. Understanding (44)	
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3.	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4.	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING— CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
4.	NONE OF THE ABOVE STATEMENTS APPLY.
PART IV—CERTIFICATION	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGNATURE
17 June 1957	<div style="border: 1px solid black; width: 150px; height: 50px; display: flex; align-items: center; justify-content: center;"> </div>
(46)	C



36447

STANDARD FORM 57 NOV 1947 U S CIVIL SERVICE COMMISSION		<b>APPLICATION FOR FEDERAL EMPLOYMENT</b>	
<b>INSTRUCTIONS:</b> In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.			
APPLICATION NO.	1 NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR		DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only  <input type="checkbox"/> APPROV. <input type="checkbox"/> NON APPROV. MATERIAL: <input type="checkbox"/> SUBMITTED <input type="checkbox"/> RETURNED ENTERED REGISTER:  APPROVED:  APP. REVIEW:  INITIALS AND DATE
	2 OPTION(S) (if mentioned in examination announcement)		
	3 PLACE OF EMPLOYMENT APPLIED FOR (City and State)	4 DATE OF THIS APPLICATION <b>11 May 1950</b>	
ANNOUNCEMENT	14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE:		
	15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT \$ ..... PER YEAR You will not be considered for any position with a lower entrance salary. (B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED FOR: <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS <b>NOTE:</b> Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment. (C) IF YOU ARE WILLING TO TRAVEL SPECIFY: <input type="checkbox"/> OCCASIONALLY <input type="checkbox"/> FREQUENTLY <input type="checkbox"/> CONSTANTLY		
16. <b>EXPERIENCE:</b> It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is too remote to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You must include any pertinent religious, civic, military, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the space below in its proper sequence. (a) If you were ever employed in any position under a name different from that shown here on this application, give under "Description of your work" for each position, the name used. (b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."			
<b>(1) PRESENT POSITION</b>			
DATE OF EMPLOYMENT (month, year)		CLASSIFICATION GRADE (if in Federal Service)	
FROM: TO PRESENT TIME		SALARY OR EARNINGS: STARTING, \$ PER PER	
NAME OF EMPLOYER (city and State)		NAME AND TITLE OF IMMEDIATE SUPERVISOR	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale silk, insurance agency, manufacture of locks, etc.)	
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR DESIRING TO CHANGE EMPLOYMENT	
DESCRIPTION OF YOUR WORK			

IS CONTINUED

<b>(2)</b>	<b>DATES OF EMPLOYMENT</b> (month, year) FROM _____ TO _____	<b>EXACT TITLE OF YOUR POSITION</b>	<b>CLASSIFICATION GRADE</b> <i>(if in Federal service)</i>	<b>SALARY OR EARNINGS:</b> STARTING \$ FINAL \$	<b>PER PER</b>
<b>PLACE OF EMPLOYMENT</b> (city and State)		<b>NAME AND TITLE OF IMMEDIATE SUPERVISOR</b>			
<b>NAME AND ADDRESS OF EMPLOYER</b> (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		<b>KIND OF BUSINESS OR ORGANIZATION</b> (e. g., wholesale milk, insurance agency, manufacture of locks, etc.)			
<b>NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU</b>		<b>REASON FOR LEAVING</b>			
<b>DESCRIPTION OF YOUR WORK</b>					

<b>(3)</b>	<b>DATES OF EMPLOYMENT</b> ( <i>month, year</i> )	<b>TITLE OF YOUR POSITION</b>	<b>CLASSIFICATION GRADE</b> <i>(if in Federal service)</i>	<b>SALARY OR EARNINGS:</b>	
	<b>FROM:</b>	<b>TO:</b>		<b>STARTING \$</b>	<b>PER PER</b>
<b>PLACE OF EMPLOYMENT</b> ( <i>city and State</i> )			<b>NAME AND TITLE OF IMMEDIATE SUPERVISOR</b>		
<b>NAME AND ADDRESS OF EMPLOYER</b> ( <i>firm, organization, or person; if Federal, name department, bureau or establishment, and division</i> )			<b>KIND OF BUSINESS OR ORGANIZATION</b> ( <i>e. g., wholesale silk, insurance agency, manufacture of locks, etc.</i> )		
<b>NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU</b>			<b>REASON FOR LEAVING</b>		
<b>DESCRIPTION OF YOUR WORK</b>					

[illegible]

[illegible]

26 REFERENCE: List three persons living in the United States or Territories of the United States who are NOT related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 16 (EXPERIENCE).		FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Give complete current address, including street and number)	BUSINESS OR OCCUPATION
1.				
2.				
3.				

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
25. MAY INQUIRY BE MADE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER QUALIFICATIONS ETC?	<input type="checkbox"/>	<input type="checkbox"/>	35. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes," give details in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	36. DOES THE UNITED STATES GOVERNMENT EMPLOY IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS (BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? <i>If your answer is "Yes," show in Item 36 for EACH such relative (1) full name, (2) present address, (3) relationship, (4) Department or Agency by which employed, and (5) kind of appointment.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. ARE YOU NOW OR HAVE YOU EVER BEEN, A MEMBER OF THE COMMUNIST PARTY, U. S. A. OR ANY COMMUNIST ORGANIZATION?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>SPECIAL INSTRUCTIONS FOR CLAIMING VETERAN PREFERENCE</b> A. If you are claiming preference as a PRACETIME VETERAN who has been awarded a campaign badge or service ribbon, or as a DISABLED VETERAN, or as the WIFE OF A DISABLED VETERAN, or as the WIDOW OF A WAR OR CAMPAIGN VETERAN, attach Veteran Preference Claim, CSC Form 14, together with proof specified therein. B. If you are a WAR-TIME VETERAN not claiming disability preference, you should NOT submit your discharge with this application. Preference will be tentatively credited to you and if appointed, you will be required to submit to the appointing officer prior to entry on duty, official evidence of separation from active service in the armed forces of the United States in time of war.		
28. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF A FASCIST ORGANIZATION?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	37. (A) WERE YOU EVER IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING TIME OF WAR? (B) IS THE WORD "HONORABLE" OR THE WORD "SATISFACTORY" USED IN YOUR DISCHARGE OR SEPARATION PAPERS TO SHOW THE TYPE OF YOUR DISCHARGE OR SEPARATION? (C) WAS SERVICE PERFORMED ON AN ACTIVE FULL TIME BASIS, WITH FULL MILITARY PAY AND ALLOWANCE?		
29. ARE YOU NOW, OR HAVE YOU EVER BEEN, A MEMBER OF ANY ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT, OR OF AN ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH HAS ADOPTED A POLICY OF ADVOCATING OR APPROVING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO ENFORCE THEIR POLICY, OR TO ENFORCE THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES OR OF AN ATTEMPT TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY A CONSTITUTIONAL MEANS?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	(D) DATE OF ENTRY OR ENTRIES INTO SERVICE: <u>11 Mar. 1943</u> DATE OF SEPARATION OR SEPARATIONS: <u>26 June 1946</u> BRANCH OF SERVICE (Army, Navy, Marine Corps, Coast Guard, etc.): <u>Marine Corps</u> SERIAL NO. (if none, give grade or rating): <u>None</u>		
30. SINCE YOUR 18TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROSECUTION, OR CONVICTED, FINED, OR IMPRISONED OR PLACED ON PROBATION OR HAVE YOU EVER BEEN ORDERED TO PAY FINE OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE INCLUDING MOTOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORTIFITURE OF \$5 OR LESS WAS IMPOSED? <i>If your answer is "Yes," list all such cases under Item 31 below. Give in each case (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	38. (A) IF YOU SERVED IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING PEACETIME ONLY, DO YOU PARTICIPATE IN A CAMPAIGN OR EXERCISE AND RECEIVE A CAMPAIGN BADGE OR SERVICE RIBBON? (B) ARE YOU A DISABLED VETERAN? <i>If so, and you have not listed your disability in answer to Item 33, explain in Item 39 below.</i> (C) ARE YOU A VETERAN'S WIDOW WHO HAS NOT REMARRIED? (D) ARE YOU THE WIFE OF A VETERAN WHO HAS A SERVICE CONNECTED DISABILITY AND WHO RECEIVES UNDER CIVIL SERVICE APPOINTMENT?		
31. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes," give in Item 31 the name and address of employer, date, and reason in each case.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>THIS SPACE FOR USE OF APPOINTING OFFICER ONLY</b> The information contained in the answers to Question 37 above has been verified by comparison with the discharge certificate on _____ 19_____ Agency: _____ Title: _____		
32. HAVE YOU EVER BEEN BARRED BY THE U. S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATION OR ACCEPTING CIVIL SERVICE APPOINTMENT? <i>If your answer is "Yes," give dates of and reasons for such debarment in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	39. SPACE FOR DETAILS ANSWERS TO OTHER QUESTIONS (Give complete answers to which answer applies)		
33. HAVE YOU ANY PHYSICAL HANDICAP, DEFECT, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK? <i>If your answer is "Yes," give complete details in Item 39 so that consideration can be given to your physical fitness for the job.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	40. SPACE FOR DETAILS ANSWERS TO OTHER QUESTIONS (Give complete answers to which answer applies)		
34. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PERSON OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes," give complete details in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	41. SPACE FOR DETAILS ANSWERS TO OTHER QUESTIONS (Give complete answers to which answer applies)		

If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.

Before signing this application check back over it to make sure that you have answered ALL questions correctly.

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.

False statement on this application is punishable by Law (U. S. Code, Title 18, Section 80).

SIGNATURE OF APPLICANT  
(Sign your name in blue ink)

Date: \_\_\_\_\_

36447

## PERSONAL HISTORY STATEMENT

- Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? yes  
Yes or No

## SEC. 1. PERSONAL BACKGROUND

Telephone:

A. FULL NAME Mr.    
(Use No Initials) Mrs.   
PRESENT ADDRESS   
PERMANENT ADDR

B. NICKNAME  WHAT OTHER NAMES HAVE YOU USED?

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES?

HOW LONG?  IF A LEGAL CHANGE, GIVE PARTICULARS

C. DATE OF BIRTH  PLACE OF BIRTH   
City State Country

D. PRESENT CITIZENSHIP U.S.A. BY BIRTH?  BY MARRIAGE?   
Country

ATION CERTIFICATE #  ISSUED  BY   
Date Court  
State Country

A PREVIOUS NATIONALITY?   
Yes or No Country

WHAT DATES?  TO  ANY OTHER NATIONALITY?   
Country

ARS

IN STEPS TO CHANGE PRESENT CITIZENSHIP? No GIVE PARTICULARS:

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? \_\_\_\_\_

PORT OF ENTRY? \_\_\_\_\_ ON PASSPORT OF WHAT COUNTRY? \_\_\_\_\_

LAST U.S. VISA \_\_\_\_\_  
Number Type Place of Issue Date of Issue

## SEC. 2. PHYSICAL DESCRIPTION

AGE  SEX male HEIGHT  WEIGHT   
 EYES \_\_\_\_\_ HAIR \_\_\_\_\_ COMPLEXION \_\_\_\_\_ SCARS \_\_\_\_\_  
 BUILD \_\_\_\_\_ OTHER DISTINGUISHING FEATURES \_\_\_\_\_

## SEC. 3. MARITAL STATUS

A. SINGLE ☒ MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS \_\_\_\_\_

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE \_\_\_\_\_  
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE \_\_\_\_\_

HIS (OR HER) ADDRESS BEFORE MARRIAGE \_\_\_\_\_  
St. & No. City State Country

LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

EMPLOYER'S OR BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
Date Date

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN \_\_\_\_\_

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents)

1. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

2. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME \_\_\_\_\_  
First Middle Last

LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR, LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

EMPLOYER'S OR OWN BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
Date Date

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME \_\_\_\_\_  
First Middle Last

LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

SEC. 12. EDUCATION

ELEMENTARY SCHOOL	ADDRESS	City	State	Country
DATES ATTENDED	GRADUATE?			
HIGH SCHOOL	ADDRESS	City	State	Country
DATES ATTENDED	GRADUATE?			
COLLEGE	ADDRESS	City	State	Country
DATES ATTENDED	DEGREE			
COLLEGE				
DATE				

SEC. 13. MILITARY, NAVAL OR OTHER GOVT SERVICE — U.S. OR FOREIGN

Country	Service	Rank	Dates of Service
Last Station	Serial No.	Type of Discharge	
REMARKS:			
SELECTIVE SERVICE BOARD NUMBER		ADDRESS	
IF DEFERRED GIVE REASON			
INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS			

SEC. 14. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

1. FROM \_\_\_\_\_ TO \_\_\_\_\_  
*— no employment in period May 1949 - May 1950 —*

EMPLOYING FIRM OR AGENCY				
ADDRESS	St. & No.	City	State	Country
KIND OF BUSINESS	NAME OF SUPERVISOR			
TITLE OF JOB	SALARY \$		PER	
YOUR DUTIES				
REASONS FOR LEAVING				

2. FROM \_\_\_\_\_ TO \_\_\_\_\_

EMPLOYING FIRM OR AGENCY	
--------------------------	--



SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

	Street and Number	City	State
1. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
2. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
3. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____

SEC. 19. FINANCIAL BACKGROUND

- A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? \_\_\_\_\_ IF NOT, STATE SOURCES OF OTHER INCOME \_\_\_\_\_
- B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS \_\_\_\_\_  
National Savings and Trust Co., Washington, D.C. - Credit Suisse, Geneva, Switzerland
- C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? \_\_\_\_\_  
 GIVE PARTICULARS, INCLUDING COURT: \_\_\_\_\_
- D. GIVE THREE CREDIT REFERENCES — IN THE U.S.
- | 1. NAME | ADDRESS | St. & No. | City | State |
|---------|---------|-----------|------|-------|
| 2. NAME | ADDRESS | St. & No. | City | State |
| 3. NAME | ADDRESS | St. & No. | City | State |

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

FROM Oct. 1949 TO June 1950

FROM May 1949 TO Oct. 1949

FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

A. FROM Oct. 1949 TO June 1950

FROM	TO	City or Section	Country	Purpose
FROM	TO	City or Section	Country	Purpose

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

B. LAST U.S. PASSPORT — NUMBER, DATE, AND PLACE OF ISSUE: \_\_\_\_\_

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? None GIVE APPROXIMATE

DATES: \_\_\_\_\_

PASSPORTS OF OTHER NATIONS: None

## SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

— none in period covered — May '49 — May '50 —

1. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

2. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

3. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

4. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

5. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

6. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

7. Name and Chapter \_\_\_\_\_ St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

DATES OF MEMBERSHIP: \_\_\_\_\_

14-00000

**SEC. 23. GENERAL QUALIFICATIONS**

**A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")**

LANGUAGE

LANGUAGE

LANGUAGE

**B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU. INDICATE DEGREE OF PROFICIENCY IN EACH:**

---

---

---

**C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?**

---

---

---

**D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1938:**

---

---

---

**E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:**

---

---

---

## SEC. 24. MISCELLANEOUS

- A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN:

No.

- B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? yes IF SO, TO WHAT EXTENT? moderately

- C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE:

- D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

No

## SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME

RELATIONSHIP

mother

ADDRESS

St. & No.

City

State

Country

## SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

No.

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT

City and State

DATE 11 May 1950

Witness

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

(1)  
DATE OF  
CLEARANCE(2)  
DATE OF  
REVOCAION

## SUBJECT: NOTIFICATION OF GRANTING OR REVOCATION OF STAFF CRYPTOGRAPHIC CLEARANCE (HR 90-4)

1. AN ENTRY IN ITEM (1) DENOTES THAT THE ABOVE NAMED INDIVIDUAL HAS BEEN GRANTED A STAFF CRYPTOGRAPHIC CLEARANCE. AN ENTRY IN ITEM (2) DENOTES THAT THE STAFF CRYPTOGRAPHIC CLEARANCE HELD BY THIS INDIVIDUAL HAS BEEN REVOKED. THE CLEARANCE, OR REVOCATION, IS EFFECTIVE AS OF THE MONTH AND YEAR IMPRINTED ABOVE. SUBJECT HAS BEEN BRIEFED OR DEBRIEFED, AS APPROPRIATE, CONCERNING CRYPTOGRAPHIC AND RELATED COMMUNICATIONS SECURITY MATTERS AND HAS SIGNED A BRIEFING/DEBRIEFING STATEMENT, AS APPROPRIATE, ACKNOWLEDGING RESPONSIBILITY FOR THE PROTECTION OF CRYPTOGRAPHIC INFORMATION. UPON REVOCATION OF THE CLEARANCE SUBJECT IS NOT AUTHORIZED TO HAVE FURTHER CUSTODY OF, ACCESS TO, OR OTHERWISE OBTAIN FUTURE KNOWLEDGE OF STAFF CRYPTOGRAPHIC MATERIAL OR INFORMATION.

2. WHEN EMPLOYEE NO LONGER REQUIRES THE CLEARANCE IN ORDER TO PERFORM HIS/HER ASSIGNED DUTIES, IT IS REQUESTED THAT THE COMMUNICATIONS SECURITY STAFF, OC, BE NOTIFIED SO THAT THE CLEARANCE MAY BE REVOKED.

## DISTRIBUTION:

- 1-EMPLOYEE'S COMPONENT
- 1-OFFICE OF PERSONNEL

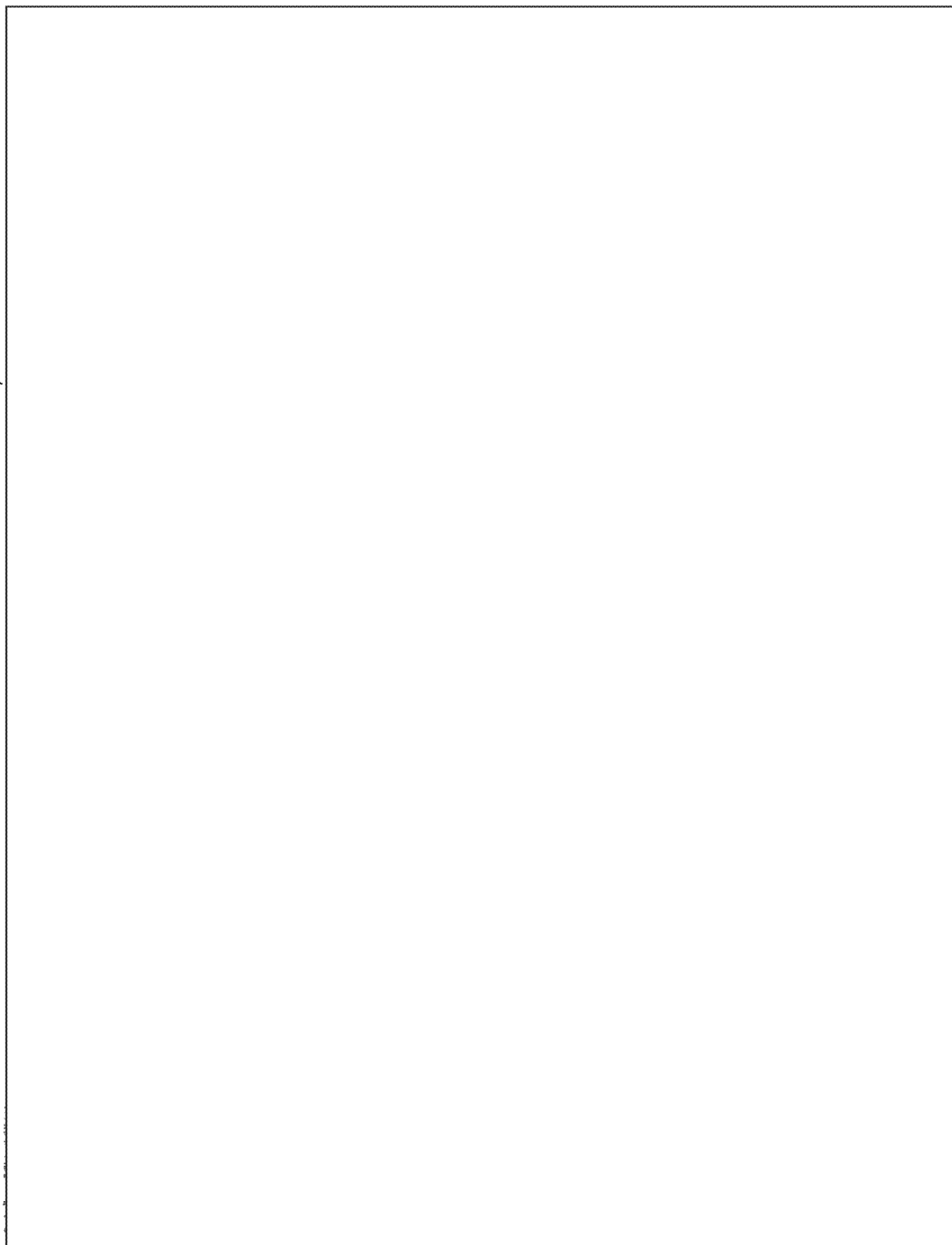
FOR THE CHIEF, COMMUNICATIONS SECURITY STAFF

CHIEF, DOCTRINES BRANCH, OC-S

CONFIDENTIAL

FORM 1-66 1597A

OBSOLETE PREVIOUS EDITIONS

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

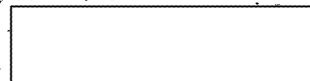
**CONFIDENTIAL***Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 29 May 1950  
FROM : Chief, Personnel Security Branch  
SUBJECT:

Reference is made to your memorandum dated 25 May 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

FOR OFFICIAL USE ONLY

**CONFIDENTIAL**

Case 8/23  
CONFIDENTIAL

## SECURITY APPROVAL

To : Personnel Officer  
From : Chief of Inspection and Security  
Subject:

Date: 29 August 1949  

## 1. Note "X" below:

☒ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☒ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

## 2. Your memorandum dated 1 June 1949 stated Subject is an applicant for the Advisory Council.

Chief, Personnel Security Division

CONFIDENTIAL

*1780*  
*Geo*



14-00000

RECORD OF  
PREVIOUS GOVERNMENT  
SERVICE RETURNED TO  
FEDERAL RECORDS CENTER IN  
ST. LOUIS, MO.

DATE

Aug 1, 1974  
DML

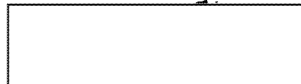
1 June 1949

MEMORANDUM FOR THE CHIEF, PERSONNEL SECURITY DIVISION

SUBJECT: Request for Security Clearance for



1. It is requested that the security investigation be initiated on the above named person, who is being considered for a position with the Central Intelligence Agency.
2. Attached hereto are the required copies of the Personal History Statement.
3. Please notify this office in writing upon completion of the security investigation.



Chief, Personnel Branch

Attachments: 2 Forms 38-1

Form No.

Sep 1948

37-104

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY  
PERSONNEL BRANCH  
REFERRAL SHEET

TO: OFFICE OR BRANCH  
PR/AS  
APPLICANT'S NAME  
Mr. Flynn  
DATE  
10 May 1949  
☐ FOR INTERVIEW  
☐ PAPERS ONLY

RECOMMENDED FOR  
FORM 87  
FORM 35-1  
FILE

REQUISITION CONTROL NO.

*LB*

(SIGNATURE FOR THE PERSONNEL OFFICER)

ACTION (FOR ROUTING WITHIN OFFICE OR BRANCH)

TO	DATE	COMMENTS
1.		
2.		
3.		
4.		
5.		

REPORT PAGE (NOTE DASHES)

INDICATE ACCEPTABILITY OF SUBJECT BELOW AND RETURN TO THE PERSONNEL BRANCH, PROCUREMENT AND PLACEMENT DIV.  
BUILDING, BY

☐ ACCEPTABLE FOR (OFFICE OR BRANCH) JOB TITLE AND GRADE

SUBJECT REQUESTED TO FURNISH FORM 87 FORMS 35-1 & FORWARD TO PERSONNEL BRANCH, PROCUREMENT & PL. DIV.

☐ NOT ACCEPTABLE - STATE REASONS UNDER REMARKS

REMARKS

PR/AS

Mr. Flynn

10 May 1949

Per our conversation.

CONFIDENTIAL

TITLE

*Recommended  
approved*

*24 May 51*

*Please E. J. [unclear]*

**SECRET**

24 May 1951

TO: Personnel Director, CIA

VIA: ~~ADJUTANT~~ ~~and~~ ~~POB~~

FROM: ~~POB~~

SUBJECT: [redacted]

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's direct and reserve unit:

A) Selective Service:

Board: [redacted]

Classification:

Selective Service Number: 419 25 108

Home Address: 21 [unclear] Avenue, N.W., Washington, D. C.

B) Marine Reserve:

Rank and Serial Number: First Lieutenant - 217506

Marine Reserve: 11th Marine Corps Reserve District

3. Subject has been with the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

*Passing on to  
clerk  
5/25/51  
E.*

*16/17 C L*  
J. T. Cunningham  
Acting Chief, POW

APPROVED:

For the Asst. [redacted]

Special Operations [redacted]

*16/17 C L*

*from  
letter  
Marine  
that to  
6/1/51  
300  
from  
corps  
mail*

14 November 1950

TO: Employees Division

VIA: EIO

FROM: FDM

SUBJECT: [REDACTED]

[REDACTED]

[REDACTED] was employed by this Agency on 24 July 1950 as a Research Analyst assigned to the Advisory Council. Since reporting for duty, he has been in the Training Courses and will complete the Advanced Operations Course on 1 December 1950. During this period, however, it has been agreed that his qualifications could best be utilized as an Intelligence Officer in Germany, and the papers are now in requesting his transfer to FDM for that purpose.

[REDACTED]

work in the Training Courses has shown him to be unusually well qualified for intelligence work in Germany and that men of his caliber and background are still badly needed by the German Station. If this request can be arranged, he will be sent to Germany as a GS-9 Intelligence Officer at the earliest opportunity.

*Richard Helms*  
Richard Helms  
Chief, FDM

Attachment

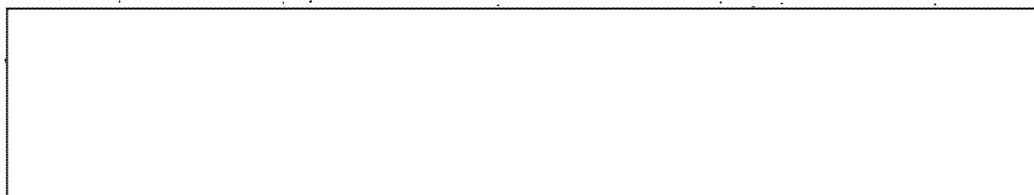
APPROVED

*W. S. Shurz*  
W. S. Shurz

SECRET  
SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF: [REDACTED]

FROM: Office of the Personnel Director



2. Should the subject resign or otherwise be separated from CIA, please notify this office immediately in order that this cancellation action may be revoked and the subject will be made a free agent.



Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on \_\_\_\_\_ that the subject has resigned or otherwise been separated from CIA.

\_\_\_\_\_  
(Signature)

SECRET  
SECURITY INFORMATION

SECRET

SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF: [REDACTED]

FROM: Office of the Personnel Director

1. On 25 May 51, this office arranged with National Headquarters of Selective Service that the above-named subject be deferred until further notice. This action was taken because it was felt that the subject would be of more service to the United States as an overseas employee with the Central Intelligence Agency than he would be as a member of the Armed Forces.

2. Should the subject be transferred to a departmental position, or should he resign or be otherwise separated from CIA, please notify this office immediately in order that his deferment may be cancelled.

[REDACTED]  
Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on \_\_\_\_\_ of the following action on the subject:

- ☐ Transfer to a departmental position within CIA  
☐ Resignation or other type of separation from CIA

CANCELLED  
DATED 25 July 53.  
PRR MEMO  
(Signature)

SECRET

SECURITY INFORMATION

SECRET

REPRODUCTION MASTERS

BIOGRAPHIC

PROFILE

H a n d l e   W i t h   C a r e

SECRET